



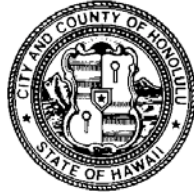
**City and County of Honolulu**

**THE EXECUTIVE  
PROGRAM AND BUDGET  
FISCAL YEAR 2005**



**VOLUME I: OPERATING PROGRAM AND BUDGET**

JEREMY HARRIS  
MAYOR



February 27, 2004

The Honorable Donovan Dela Cruz, Chair  
and Members of the City Council  
City and County of Honolulu  
Honolulu, Hawaii 96813

Dear Chair Dela Cruz and City Councilmembers:

In accordance with Section 9-102 of the Revised Charter of the City and County of Honolulu, I submit for your consideration and adoption a balanced Operating Budget and Capital Budget for fiscal year 2004-2005 for the City and County of Honolulu.

### **HONOLULU'S STRONG FINANCIAL POSITION**

Ten years ago when I began my first term as Mayor, we were faced with a bad economy that necessitated quick action on the part of my administration. To cut costs, we put forth a plan to hold the line on spending, reorganized the structure of government by reducing the number of City departments and deployed innovative technology to increase government efficiency.

Our plan to cut costs and hold the line has succeeded. While our budget today is relatively unchanged since 1994, we have weathered the recession and the real property taxpayers on this island have had \$354 million in tax relief. We stood by our commitment to keep money in the taxpayers pocket until it was absolutely needed to pay for the cost of running City government.

Our efforts to employ innovative technology and e-commerce in the delivery of services have resulted in Honolulu being recognized for the best web site in the nation, with over 10 million hits per month. Today, our City government has been noted as the most technologically advanced in the United States.

As a result of these advances and others, Honolulu is now acknowledged as one of the best-managed cities in the United States.

We faced a negative bond outlook back in 1994, but today our strong fiscal management has led to an upgrade of the City's bond rating so that Honolulu now ranks as having one of the strongest credit ratings in the nation. This has occurred during a time when other cities have been downgraded.

Moody's Investors Services, one of the premier bond rating agencies, said the following after upgrading Honolulu's bond rating:

*"Moody's believes that the city's demonstrated ability to manage its finances well under difficult circumstances bodes well for future financial stability, especially in light of anticipated revenue growth... In addition, a variety of cost cutting measures such as workforce reductions, department consolidations, hiring freezes and increasing self-support for enterprise activities, have resulted in relatively flat expenditure growth over time."*

Now, for the first time in nearly a decade, Honolulu's real estate market is rebounding and our economy is showing signs of a strong recovery.

Our decade-long push to upgrade Honolulu's infrastructure -- budgeting approximately \$1 billion in wastewater improvements and increasing the amount of money spent prior to 1994 in road resurfacing -- has set forth a solid foundation for growth of our neighborhoods.

Historically, Honolulu's operating budget has increased 142% each decade. By contrast, over the last ten years the City's operating budget has only gone up 18% - barely keeping pace with inflation. Despite the fact that our budget has hardly increased, we've also kept our communities safe and secure by increasing the budget for the Honolulu Police Department by 45% over this period.

The City's Sewer Fund is in solid financial shape as well. In fact, we have in the Fiscal Year 2005 budget, Sewer Fund reserves of \$67.8 million. Our sewer fund is able to cover the entire debt service and all wastewater operating expenses required for fiscal year 2005. In addition, our reserve amounts cover 50 percent of the future debt service for fiscal year 2006 and the future 3 months of wastewater operating expenses for fiscal year 2005. On top of these two substantial reserves the sewer fund has an additional \$18.7 million surplus reserve. The strong financial condition of the sewer fund does not require any increase to the sewer service charge this year.

As a result of the City's favorable financial position, we are not proposing any increases to the residential real property tax rate nor any increase to the sewer fee and will not be implementing any type of residential refuse pickup charge in the Fiscal Year 2005 budget. In addition, the real property tax rate for Agricultural and Preservation classifications will be reduced by 10 percent. We propose to reduce the City's debt by \$117 million through the sale of the City's rental housing projects, and we are setting aside an additional \$30 million to be added to the existing \$5 million in the Special Reserve Fund or what is more commonly referred to as the "Rainy Day Fund" to advance the City's commitment to a strong reserve for future needs.

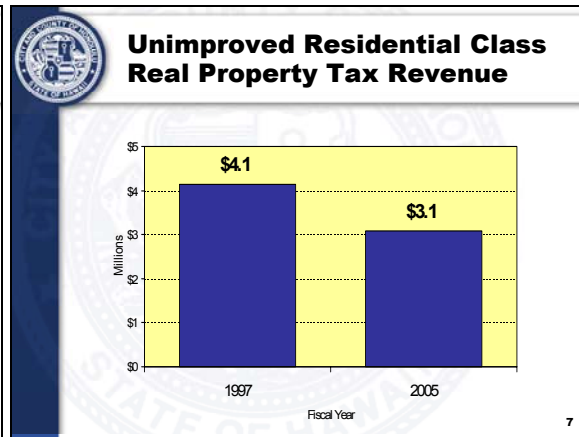
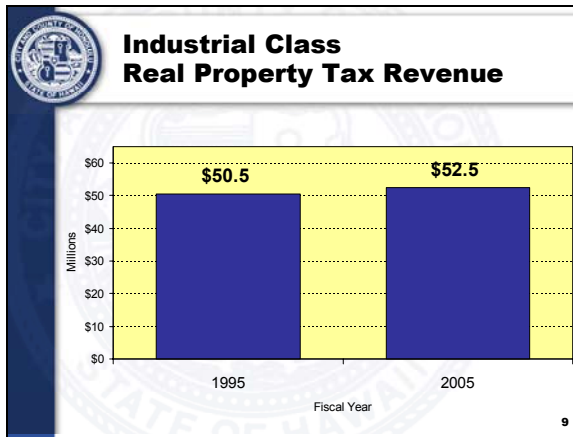
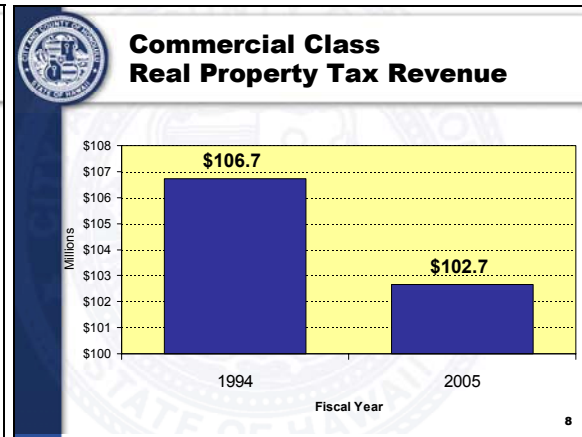
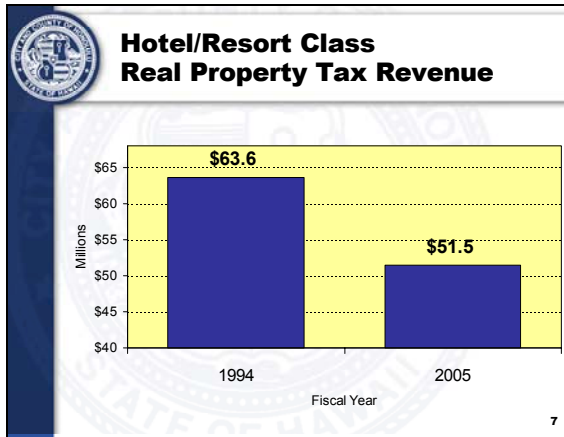
We will implement an innovative Rent-to-Own program that will offer the current occupants of City-owned low-moderate income residential units an opportunity to purchase their units outright and achieve the American dream of owning their own home.

This balanced budget is full of other innovative ideas and reflects the fiscally prudent thinking and concern that has been the hallmark of this administration. It is a budget that not only benefits the residents of today, but also lays out a sound financial plan for the future.

## **REAL PROPERTY TAX RATES**

The improving real estate market has created a rise in property values that are very apparent in today's housing prices. According to the Honolulu Board of Realtors, the median sales price for a single family home on Oahu increased from \$350,000 in January 2003 to \$400,000 in January 2004. This increase in property value has been a great relief to homebuyers who bought homes during the "Japanese bubble" economy of the late 1980s and thought their equity was lost forever.

In my Fiscal Year 2005 Budget, we are proposing to keep residential real property tax rates the same as the current year. This will apply to both single-family homes and apartments. We are also proposing that non-residential classes such as Commercial, Industrial and Hotel/Resort be taxed at a rate of \$11.37 per \$1,000 of assessed valuation. The proposed rate is 7 percent higher than the current rate of \$10.63. Despite this increase, classifications such as Commercial and Hotel/Resort will still be paying far less in taxes than they did in FY 1994 and FY 1995. The Unimproved Residential class will also increase 7 percent from \$5.35 to \$5.72 per \$1,000 of assessed valuation, but will continue to pay \$1 million less taxes in the coming year than they did in 1997.



The rate for Agricultural and Preservation classifications will be reduced by 10 percent from \$10.63 to \$9.57 per \$1,000 of assessed valuation.

## PURSUIT OF THE AMERICAN DREAM

Home ownership is one of the greatest accomplishments that a person can achieve. Ownership provides them with a sense of pride, security and fulfillment. It also provides a family with a place to call “home” and a means by which they can build equity for their future – such as sending their children to college. The City is in the process of selling all of its residential properties and these sales will positively affect the lives of hundreds of families.

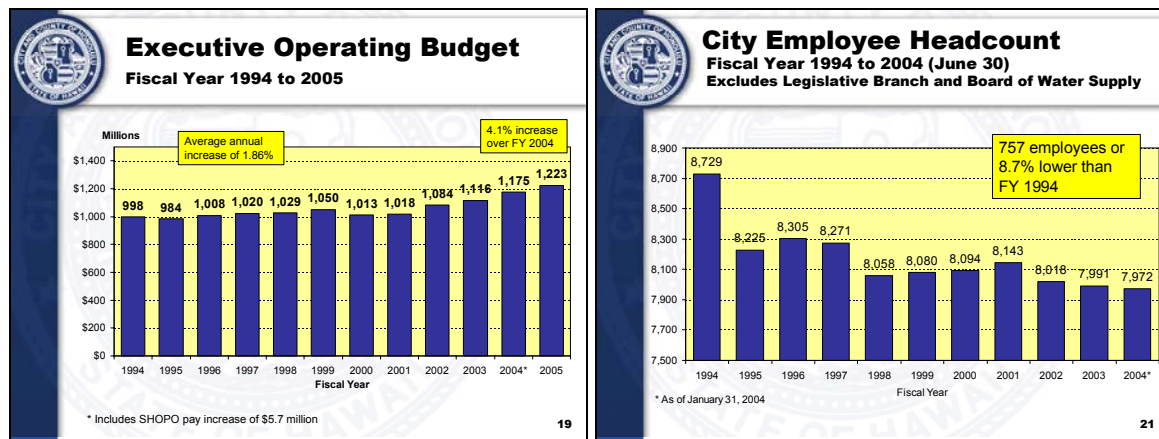
The sale of City-owned housing will include the opportunity for 311 low-income families to purchase the units that they are currently renting. Through the use of zero-interest Community Development Block Grant (CDBG) and HOME Investment Partnership

loans, current low-moderate income families will be able to purchase their units and keep their mortgage payments at the same level as their current rent, adjusted for inflation in future years. These new "homeowners" will be able to build equity and develop assets for the education of their children and for their retirement.

## OPERATING BUDGET – AN EXAMPLE OF FISCAL DISCIPLINE

The proposed Executive Operating Program and Budget for Fiscal Year 2005 is \$1.22 billion. This represents an increase over fiscal year 2004 of \$47.9 million or only 4.1 percent. Overall, the budget has increased by an average annual rate of 1.86 percent, since fiscal year 1994.

The largest expense of any service-oriented municipal operation is its labor costs. Over the last 10 years, we have become more efficient in our operations and contained costs. With our investments in technology and an increase in efficiency, we are today operating the City with 757 fewer employees than in 1994.

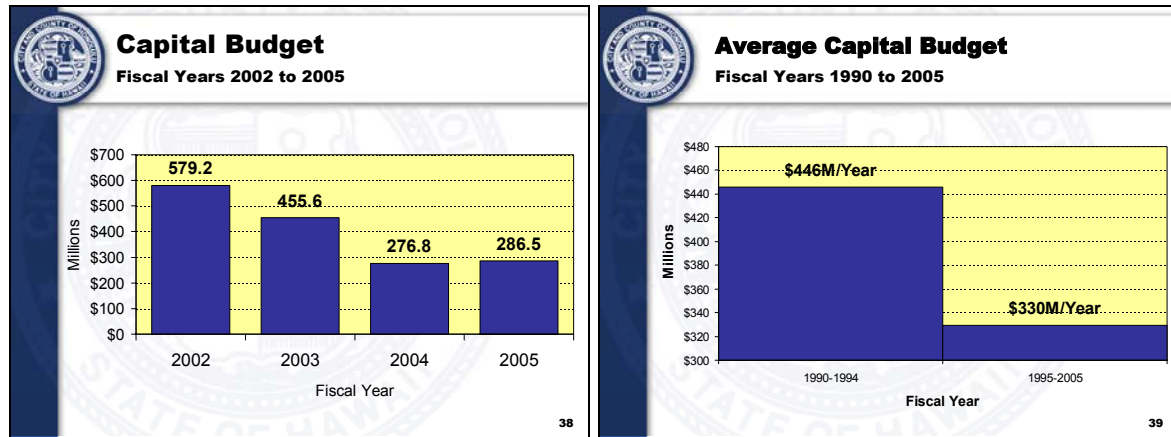


Despite our greatest efforts to hold the line, the City continues to face escalating costs in FY 2005 that are beyond our control. Next year, the City's bill from the State Employees' Retirement System will increase \$14.1 million or 43.2 percent. The City's contribution to the State Health Fund will increase \$5.9 million or 8.5 percent in FY 2005. In addition, workers' compensation costs are going up by \$1.5 million or 12.5 percent.



## CAPITAL BUDGET

The FY 2005 Capital Budget, as submitted, totals \$286.5 million compared to \$276.8 million in FY 2004. This represents an increase of 3.5 percent over fiscal year 2004.



The FY 2005 Capital Budget invests in our current and long-term infrastructure with projects essential for improving the quality of life for all our residents and visitors. The budget again focuses on core City services such as wastewater management, street and parking lot improvements, mass transportation, sidewalk improvements and curb ramps and various safety improvements.

PROJECT	AMOUNT
Wastewater Projects	\$120.0 million
Street and Parking Lot Improvements	\$40.0 million
Mass Transportation	\$11.4 million
Sidewalk Improvements and Curb Ramps	\$7.5 million
Bridge, Flood Control, Rock Slide and Drainage Improvements	\$10.2 million
Energy Conservation Improvements and Solar Energy Initiatives	\$10.0 million

There are two projects that should receive special attention as they address two important problems that affect many of our residents in our community.

The first is the Transitional Homeless Housing Program. We are proposing that \$10 million be used in Fiscal Year 2005 to provide funds to a non-profit organization for a homeless/transitional housing facility and support services. Presently, there is an appropriation of \$5.3 million in the Fiscal Year 2004 Capital Budget making a total amount of \$15.3 million available to develop a one stop homeless facility.

Honorable Donovan Dela Cruz, Chair  
and Members of the City Council  
February 27, 2004  
Page 7

This budget also includes \$225,000 to support the operations of the Weed and Seed Program in CDBG-eligible areas and \$150,000 for a drug rehabilitation program. These programs are important in the fight against ice and deserve council support.

\* \* \* \*

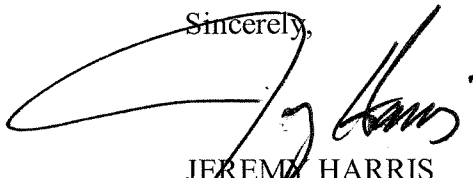
I am very proud of all we have accomplished over the past 10 years. We started in 1994 with a negative bond outlook but today our financial condition is strong and has resulted in a AA bond rating upgrade at the time when other jurisdictions faced downgrades.

We have streamlined government, reduced waste and redundancy and taken full advantage of technology to improve operational efficiency and cost savings.

We have made financial investments in our basic infrastructure – especially in the area of wastewater, roads and drainage and we have increased our police department and fire department budgets by almost 45%. As a result, Honolulu is now one of the safest cities in the United States.

Our plan to reverse the downward trends our city faced back in 1994 has succeeded.

Sincerely,



JEREMY HARRIS  
Mayor



CITY AND COUNTY OF HONOLULU



JEREMY HARRIS  
MAYOR

BENJAMIN B. LEE, FAIA, MANAGING DIRECTOR

IVAN M. LUI-KWAN, DIRECTOR OF BUDGET AND FISCAL SERVICES

---

**CITY COUNCIL**

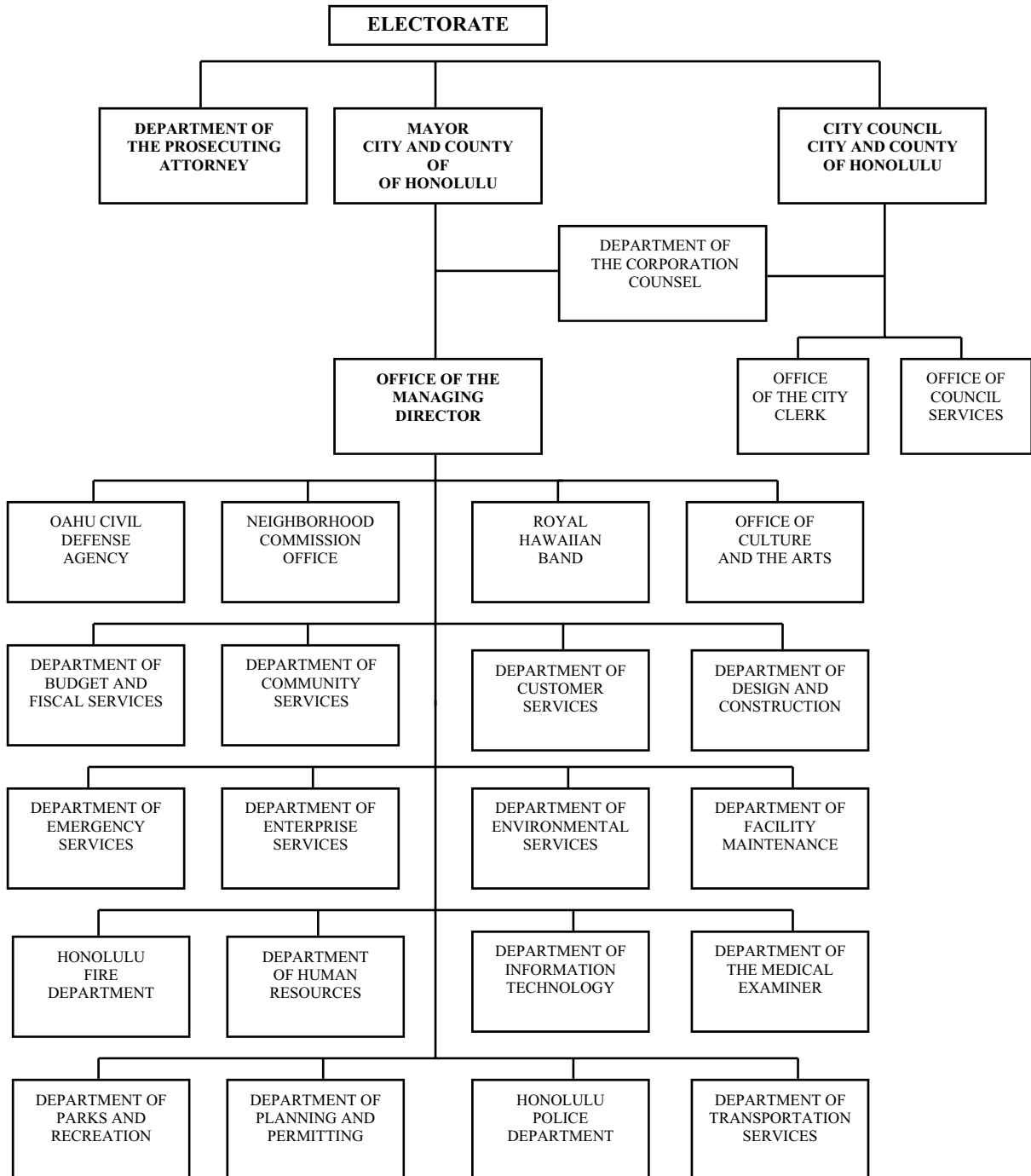
---

DONOVAN DELA CRUZ, COUNCIL CHAIR  
DISTRICT II (MILILANI MAUKA TO HEEIA )

COUNCILMEMBERS:

MIKE GABBARD	DISTRICT I	(EWA BEACH TO WAIANAE)
BARBARA MARSHALL	DISTRICT III	(HEEIA TO WAIMANALO)
CHARLES DJOU	DISTRICT IV	(HAWAII KAI TO ALA MOANA BEACH PARK)
ANN KOBAYASHI, VICE CHAIR	DISTRICT V	(KAPAHULU TO MAKIKI)
ROD TAM	DISTRICT VI	(MAKIKI TO KALIHI)
ROMY CACHOLA	DISTRICT VII	(KALIHI TO SAND ISLAND)
GARY OKINO	DISTRICT VIII	(FORT SHAFTER TO WAIPIO GENTRY)
NESTOR GARCIA	DISTRICT IX	(WAIKELE TO MAKAKILO AND MILILANI TOWN)

# CITY AND COUNTY OF HONOLULU ORGANIZATION CHART





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO  
**City & County of Honolulu  
Hawaii**

For the Fiscal Year Beginning  
**July 01, 2003**

President

Executive Director

*The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the City and County of Honolulu for its annual budget for the fiscal year beginning July 1, 2003.*

*In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.*

*The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.*

---

***This Page Intentionally Left Blank***

---

# Table of Contents

---

***This Page Intentionally Left Blank***

---

## Table of Contents

<b>Budget Summaries .....</b>	<b>A-1</b>
Where the City Gets Its Dollars .....	A-2
Where the City Spends Its Dollars .....	A-3
FY 2005 Operating Resources by Fund .....	A-4
Summary of Resources by Source .....	A-5
Operating and Capital Budget by Function .....	A-6
Operating Expenditures by Department.....	A-9
Operating Expenditures by Cost Element.....	A-12
Capital Improvement Program Budget Highlights .....	A-13
Multi-Year Financial Outlook.....	A-15
Fact Sheet on Budget Trends .....	A-19
City and County Profile .....	A-20
The Budget Process .....	A-21
Glossary of Terms .....	A-26
<b>Departmental Budgets .....</b>	<b>B-1</b>
Department of Budget and Fiscal Services .....	B-3
Department of Community Services .....	B-19
Department of the Corporation Counsel .....	B-35
Department of Customer Services .....	B-45
Department of Design and Construction .....	B-55
Department of Emergency Services .....	B-63
Department of Enterprise Services .....	B-73
Department of Environmental Services .....	B-83
Department of Facility Maintenance .....	B-95
Honolulu Fire Department .....	B-107
Department of Human Resources .....	B-127
Department of Information Technology .....	B-139
Office of the Mayor .....	B-153
Office of the Managing Director .....	B-157
Oahu Civil Defense Agency .....	B-163
Neighborhood Commission .....	B-169
Royal Hawaiian Band .....	B-175
Department of the Medical Examiner .....	B-181
Department of Parks and Recreation .....	B-187
Department of Planning and Permitting .....	B-201
Honolulu Police Department .....	B-221



## Table of Contents

Department of the Prosecuting Attorney .....	B-261
Department of Transportation Services .....	B-269
<b>General Purposes .....</b>	<b>C-1</b>
Miscellaneous .....	C-3
Debt Service .....	C-5
Debt Service Policy .....	C-6
Statement of Legal Debt Margin .....	C-7
<b>Revenues .....</b>	<b>D-1</b>
Detailed Statement of Revenues and Surplus .....	D-3
General Fund .....	D-5
Highway Fund .....	D-11
Highway Beautification Fund .....	D-13
Bikeway Fund .....	D-14
Parks and Playgrounds Fund .....	D-15
Federal Revenue Sharing Fund.....	D-16
Sewer Fund .....	D-17
Bus Transportation Fund .....	D-18
Liquor Commission Fund .....	D-19
Rental Assistance Fund .....	D-20
Zoo Animal Purchase Fund .....	D-21
Hanauma Bay Nature Preserve Fund.....	D-22
Special Reserve Fund .....	D-23
Solid Waste Special Fund.....	D-24
Community Development Fund .....	D-26
Golf Fund .....	D-27
Special Events Fund .....	D-28
Farmers Home Admin Loan Fund .....	D-30
Special Projects Fund .....	D-31
Federal Grants Fund.....	D-32
Housing & Community Development Rehab Fund .....	D-34
Rent-To-Own Conversion Fund .....	D-35
Pauahi Project Expend, HI R-15 Fund.....	D-36
Housing & Community Development Sec 8 Fund.....	D-37
Leasehold Conversion Fund .....	D-38
General Improvement Bond Fund .....	D-39
Highway Improvement Bond Fund .....	D-40

## Table of Contents

Capital Projects Fund.....	D-41
Housing Development Special Fund.....	D-42
Sewer Revenue Bond .....	D-44
Solid Waste Improvement Bond Fund .....	D-45
Municipal Stores Revolving Fund .....	D-46
Department Revenue Summaries.....	D-47
Cash Projections for Trust Funds, Debt Service Funds, and Revolving Funds .....	D-79

---

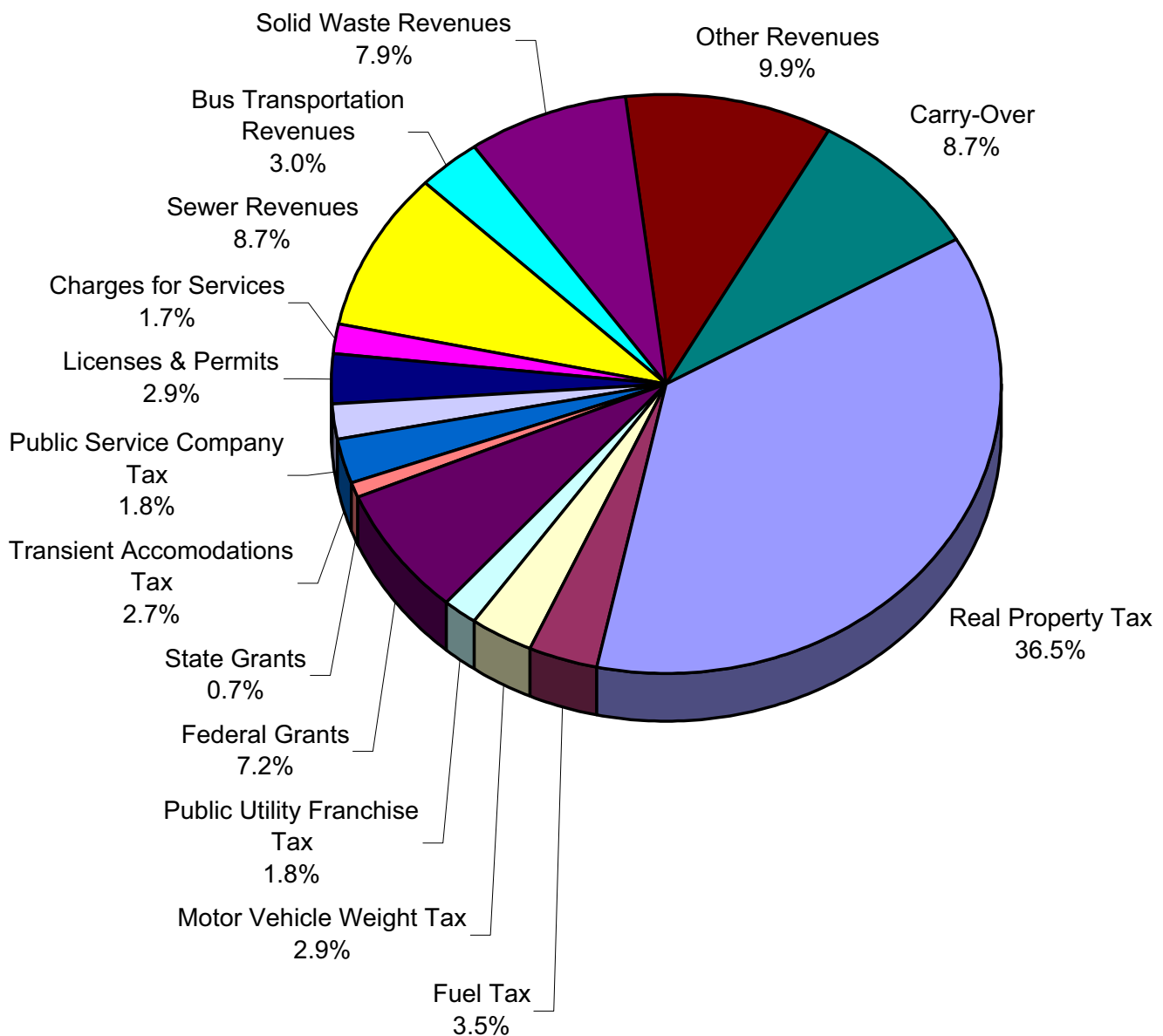
***This Page Intentionally Left Blank***

---

# Budget Summaries

# Where the City Gets Its Dollars

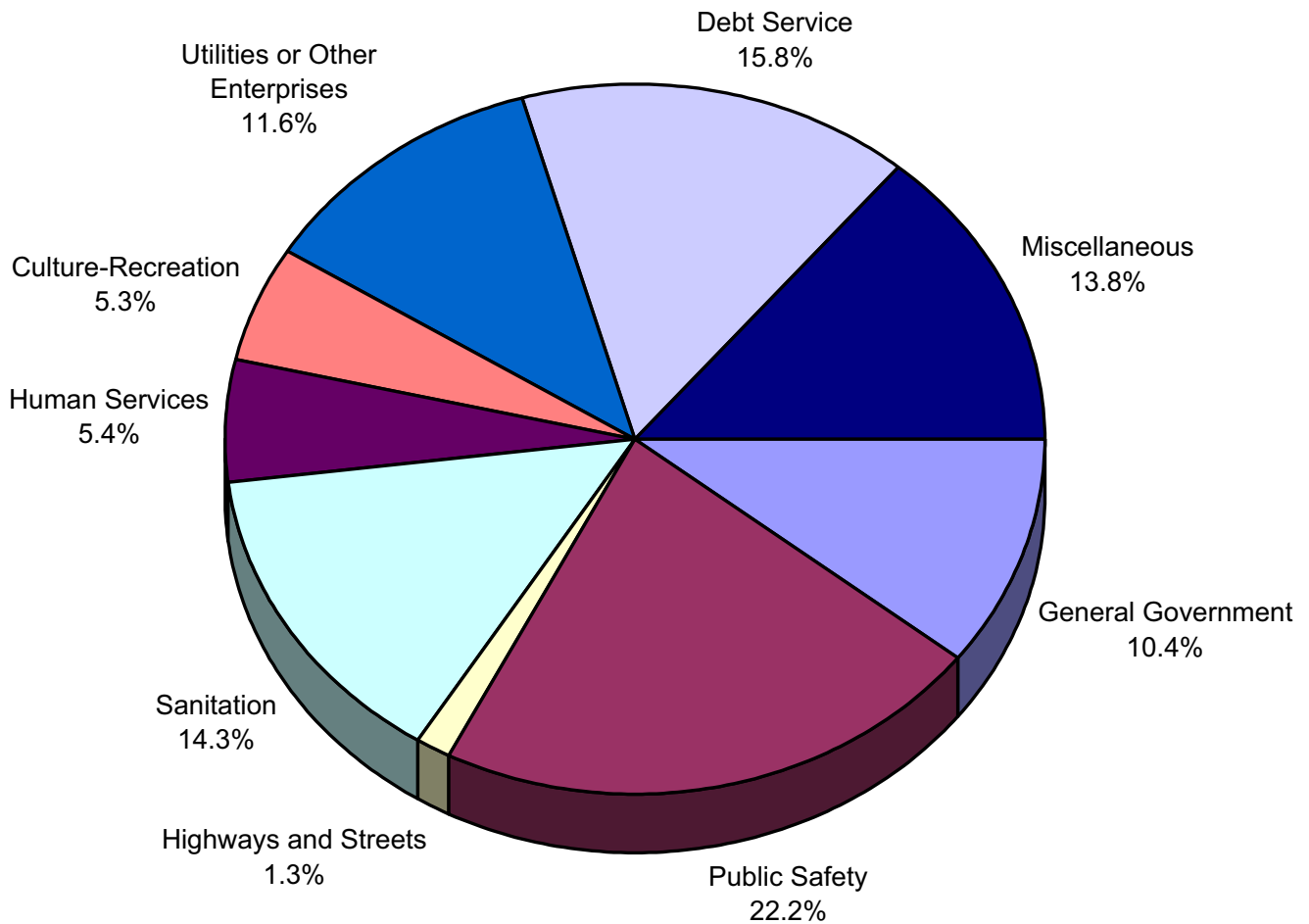
## FY2005 Operating Resources (\$1.365 Billion)



Note: The pie chart shows the composition of resources for the City's various funds for FY 2005. Carry-over includes unappropriated and restricted fund balances.

# Where the City Spends Its Dollars

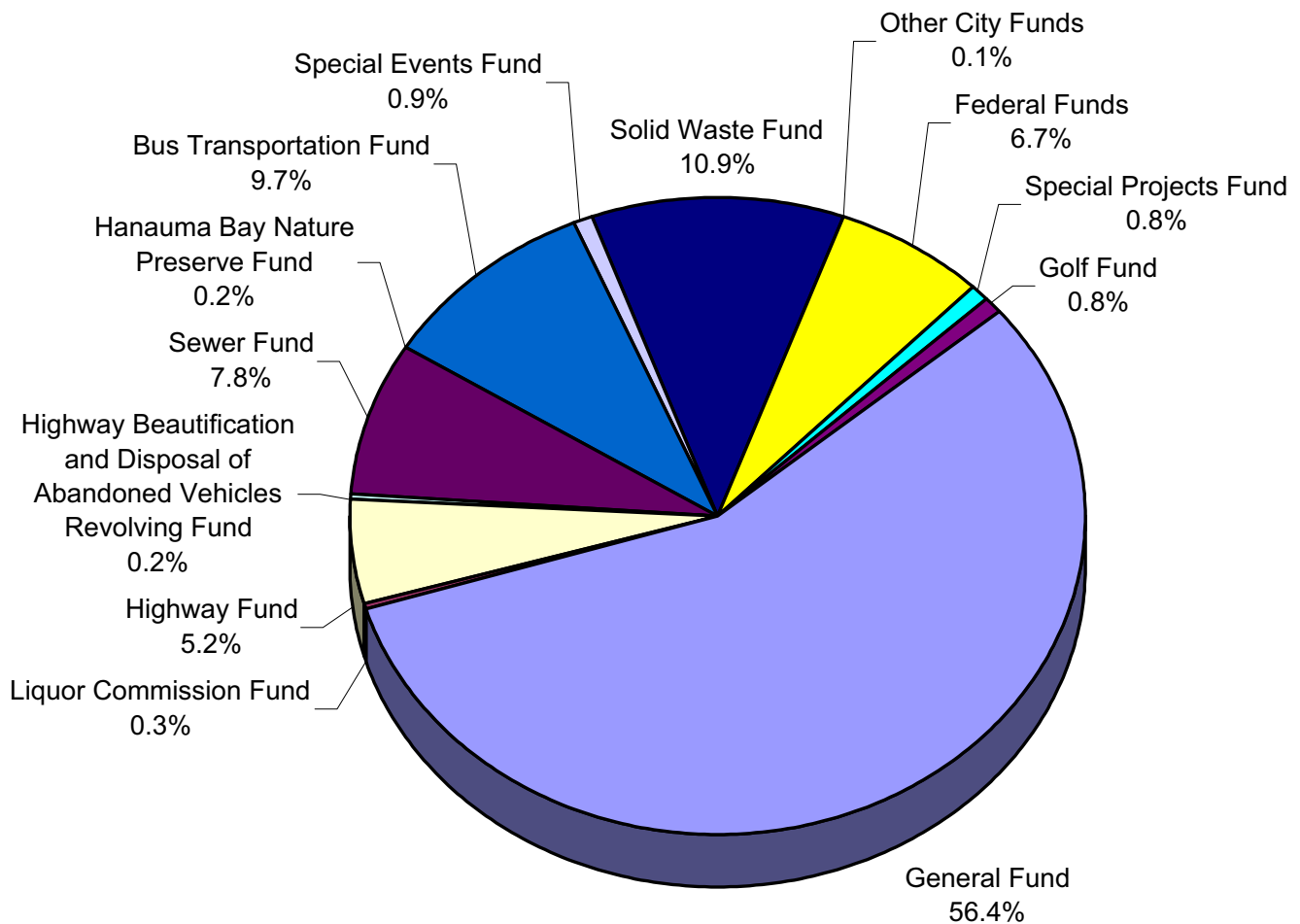
## FY2005 Operating Expenditures (\$1.223 Billion)



Note: The pie chart shows the composition of expenditures for the City's various funds for FY 2005.

# FY 2005 Operating Resources by Fund

(\$1.223 Billion)



Note: The pie chart shows the composition of the City's operating resources by fund for FY 2005.



## SUMMARY OF RESOURCES BY SOURCE

SOURCE	FY 2003 ACTUAL	FY 2004 APPROPRIATED	FY 2005 PROPOSED
<i>OPERATING RESOURCES</i>			
Real Property Tax	\$ 385,872,246	\$ 427,464,000	\$ 498,500,000
Fuel Tax	47,155,526	48,120,000	48,120,000
Motor Vehicle Weight Tax	26,824,229	24,378,440	39,800,000
Public Utility Franchise Tax	22,652,312	24,130,641	25,097,900
Federal Grants	79,669,646	108,861,965	98,280,392
State Grants	5,824,458	7,061,673	9,429,438
Transient Accommodations Tax	32,603,169	37,300,000	36,800,000
Public Service Company Tax	25,170,871	24,500,000	24,500,000
Licenses and Permits	34,435,985	38,281,545	40,079,420
Charges for Services	21,179,596	24,311,973	22,557,488
Sewer Charges	116,078,618	118,302,850	119,287,500
Bus Transportation Revenues	33,289,022	37,632,900	41,153,134
Solid Waste Revenues	107,103,722	103,112,944	107,883,472
Other Revenues	81,033,208	95,584,566	134,583,370
Carry-Over	233,062,705	188,174,917	118,466,625
<b>TOTAL OPERATING RESOURCES</b>	<b>\$ 1,251,955,313</b>	<b>\$ 1,307,218,414</b>	<b>\$ 1,364,538,739</b>
<i>CAPITAL RESOURCES</i>			
General Obligation Bonds	\$ 222,672,489	\$ 173,574,400	\$ 136,665,000
Bikeway Fund	569,444	495,000	123,000
Parks and Playgrounds Fund	300,000	3,500,000	-
Sewer Fund	7,786,692	9,755,000	9,616,142
Sewer Revenue Bond Improvement Fund	150,235,217	63,254,000	110,415,000
Federal Grants Fund	26,628,413	11,291,518	7,522,344
Community Development Fund	13,681,481	14,642,685	21,738,862
State Funds	-	-	-
Developer	2,564,933	-	-
Sewer Assessment	-	-	-
Board of Water Supply	-	-	301,000
Utilities	639,600	300,000	100,000
<b>TOTAL CAPITAL RESOURCES</b>	<b>\$ 425,078,269</b>	<b>\$ 276,812,603</b>	<b>\$ 286,481,348</b>
<b>TOTAL RESOURCES</b>	<b>\$ 1,677,033,582</b>	<b>\$ 1,584,031,017</b>	<b>\$ 1,651,020,087</b>

## OPERATING AND CAPITAL BUDGET EXPENDITURES BY FUNCTION FISCAL YEAR 2003

FUNCTION	APPROPRIATED	ACTUAL
<b>OPERATING EXPENDITURES</b>		
<i>EXECUTIVE</i>		
General Government	\$128,819,314	\$121,523,761
Public Safety	250,919,261	247,268,096
Highways and Streets	16,457,554	14,216,406
Sanitation	169,732,534	155,579,678
Health and Human Services	63,512,155	55,935,266
Culture-Recreation	66,632,049	62,349,672
Utilities or Other Enterprises	140,279,942	137,342,236
Subtotal	\$836,352,809	\$794,215,115
Debt Service	153,168,219	142,812,280
Retirement System Contributions	17,659,694	17,334,141
FICA and Pension Costs	17,745,709	17,190,878
Health Fund	63,336,666	60,575,888
Miscellaneous	27,737,367	21,048,880
Subtotal	\$279,647,655	\$258,962,067
<b>TOTAL EXECUTIVE</b>	<b>\$1,116,000,464</b>	<b>\$ 1,053,177,182</b>
<i>LEGISLATIVE</i>		
General Government	9,274,099	8,659,154
<b>TOTAL LEGISLATIVE</b>	<b>\$ 9,274,099</b>	<b>\$ 8,659,154</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$1,125,274,563</b>	<b>\$ 1,061,836,336</b>
<b>CAPITAL EXPENDITURES</b>		
General Government	\$54,621,481	\$49,511,486
Public Safety	31,187,500	25,922,984
Highways and Streets	58,748,000	50,442,469
Sanitation	166,642,000	164,092,878
Health and Human Services*	-	-
Culture-Recreation	82,509,000	55,032,331
Utilities or Other Enterprises (Mass Transit)	61,903,000	80,076,120
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 455,610,981</b>	<b>\$ 425,078,268</b>
<b>TOTAL CITY EXPENDITURES</b>	<b>\$1,580,885,544</b>	<b>\$ 1,486,914,604</b>

\*Expenditures for Health and Human Services are included in General Government.

## OPERATING AND CAPITAL BUDGET EXPENDITURES BY FUNCTION FISCAL YEAR 2004

FUNCTION	APPROPRIATED
<b>OPERATING EXPENDITURES</b>	
<i>EXECUTIVE</i>	
General Government	\$ 123,270,569
Public Safety	254,667,848
Highways and Streets	15,929,271
Sanitation	165,859,459
Health and Human Services	62,593,156
Culture-Recreation	64,779,223
Utilities or Other Enterprises (Mass Transit)	135,313,760
Subtotal	\$ 822,413,286
Debt Service	\$ 201,899,027
Retirement System Contributions	32,565,069
FICA and Pension Costs	17,902,590
Health Fund	69,690,249
Miscellaneous	24,612,460
Subtotal	\$ 346,669,395
<b>TOTAL EXECUTIVE</b>	<b>\$ 1,169,082,681</b>
<i>LEGISLATIVE</i>	
General Government	\$ 9,011,920
<b>TOTAL LEGISLATIVE</b>	<b>\$ 9,011,920</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 1,178,094,601</b>
<b>CAPITAL EXPENDITURES</b>	
General Government	\$ 27,281,000
Public Safety	23,397,000
Highways and Streets	66,687,000
Sanitation	73,388,000
Human Services	23,922,203
Culture-Recreation	41,422,400
Utilities or Other Enterprises (Mass Transit)	20,715,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 276,812,603</b>
<b>TOTAL CITY EXPENDITURES</b>	<b>\$ 1,454,907,204</b>
	\$

\*The Human Services function replaces the Health and Human Services function. Expenditures for Health are now included in Public Safety.

## OPERATING AND CAPITAL BUDGET EXPENDITURES BY FUNCTION FISCAL YEAR 2005

FUNCTION	PROPOSED
<b>OPERATING EXPENDITURES</b>	
<i>EXECUTIVE</i>	
General Government	\$ 127,634,050
Public Safety	270,917,298
Highways and Streets	15,586,610
Sanitation	174,558,631
Human Services*	65,454,780
Culture-Recreation	64,791,653
Utilities or Other Enterprises (Mass Transit)	142,231,085
Subtotal	\$ 861,174,107
Debt Service	\$ \$192,944,453
Retirement System Contributions	46,644,512
FICA and Pension Costs	18,118,759
Health Fund	75,577,721
Miscellaneous	28,257,754
Subtotal	\$ 361,543,199
<b>TOTAL EXECUTIVE</b>	<b>\$ 1,222,717,306</b>
<b>LEGISLATIVE</b>	
General Government	\$ 9,417,000
<b>TOTAL LEGISLATIVE</b>	<b>\$ 9,417,000</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 1,232,134,306</b>
<b>CAPITAL EXPENDITURES</b>	
General Government	\$ 38,895,000
Public Safety	14,463,000
Highways and Streets	55,824,000
Sanitation	123,390,142
Human Services*	28,776,206
Culture-Recreation	13,668,000
Utilities or Other Enterprises (Mass Transit)	11,465,000
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 286,481,348</b>
<b>TOTAL CITY EXPENDITURES</b>	<b>\$ 1,518,615,654</b>

## OPERATING EXPENDITURES BY DEPARTMENT FISCAL YEAR 2003

DEPARTMENT/AGENCY	APPROPRIATED		ACTUALS	
	BUDGET	NO.OF POSITIONS*	EXPENDITURES	NO.OF POSITIONS*
Budget and Fiscal Services	\$ 16,782,131	358.00	\$ 15,525,793	358.00
Community Services	63,512,155	245.50	55,935,266	245.50
Corporation Counsel	7,989,689	90.00	7,754,734	90.00
Customer Services	18,233,275	297.60	17,530,707	297.60
Design and Construction	16,112,720	307.00	15,190,022	307.00
Emergency Services	21,997,783	425.08	20,077,983	425.08
Enterprise Services	16,097,835	325.76	14,628,921	325.76
Environmental Services	169,732,534	1,130.25	155,579,678	1,130.25
Facility Maintenance	42,859,661	778.99	37,985,237	778.99
Fire	60,713,396	1,145.19	61,161,230	1,145.19
Human Resources	4,400,678	84.00	4,331,908	84.00
Information Technology	9,243,729	127.00	8,740,705	127.00
Mayor	453,212	5.00	460,823	5.00
Managing Director	3,729,216	37.00	3,802,081	37.00
Oahu Civil Defense Agency	584,432	9.48	592,959	9.48
Neighborhood Commission	968,473	18.00	923,144	18.00
Royal Hawaiian Band	1,654,687	41.00	1,630,453	41.00
Medical Examiner	1,052,591	17.00	1,040,954	17.00
Parks and Recreation	48,879,527	1,107.52	46,090,297	1,107.52
Planning and Permitting	13,502,475	299.00	12,593,082	299.00
Police	158,557,774	2,703.00	156,370,996	2,703.00
Prosecuting Attorney	15,279,900	278.50	15,239,366	278.50
Transportation Services	144,014,936	104.00	141,028,776	104.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 836,352,809</b>	<b>9,933.87</b>	<b>\$ 794,215,115</b>	<b>9,933.87</b>

\* Full-time Equivalent

## OPERATING EXPENDITURES BY DEPARTMENT FISCAL YEAR 2004

DEPARTMENT/AGENCY	APPROPRIATED	NO.OF POSITIONS*
Budget and Fiscal Services	\$ 16,110,226	347.25
Community Services	62,593,156	236.00
Corporation Counsel	7,951,248	90.00
Customer Services	18,180,288	297.60
Design and Construction	15,789,085	307.00
Emergency Services	23,497,228	443.74
Enterprise Services	15,925,206	332.33
Environmental Services	165,859,459	1,130.25
Facility Maintenance	39,112,075	782.12
Fire	65,053,404	1,144.19
Human Resources	4,458,632	84.00
Information Technology	9,800,261	134.00
Mayor	449,295	5.00
Managing Director	2,362,476	38.00
Oahu Civil Defense Agency	579,702	9.48
Neighborhood Commission	693,664	17.00
Royal Hawaiian Band	1,637,683	41.00
Medical Examiner	1,052,368	17.00
Parks and Recreation	47,216,334	1,108.29
Planning and Permitting	12,725,015	299.00
Police	156,776,976	2,720.00
Prosecuting Attorney	15,565,453	284.00
Transportation Services	139,024,052	105.00
<b>TOTAL EXPENDITURES</b>	<b>\$ 822,413,286</b>	<b>9,972.25</b>

\* Full-time Equivalent

## OPERATING EXPENDITURES BY DEPARTMENT FISCAL YEAR 2005

DEPARTMENT/AGENCY		PROPOSED	NO.OF POSITIONS*
Budget and Fiscal Services	\$	16,932,159	355.75
Community Services		65,454,780	219.00
Corporation Counsel		7,951,248	90.00
Customer Services		18,377,883	297.50
Design and Construction		13,706,056	302.00
Emergency Services		24,225,148	438.54
Enterprise Services		15,845,302	332.33
Environmental Services		174,558,631	1,130.25
Facility Maintenance		40,422,425	777.92
Fire		67,542,647	1,145.69
Human Resources		4,484,332	84.00
Information Technology		12,493,534	138.50
Mayor		449,295	5.00
Managing Director		2,362,474	38.00
Oahu Civil Defense Agency		701,356	9.48
Neighborhood Commission		928,612	17.50
Royal Hawaiian Band		1,637,683	41.00
Medical Examiner		1,059,368	17.00
Parks and Recreation		47,308,668	1,126.15
Planning and Permitting		13,323,791	299.00
Police		168,852,976	2,728.00
Prosecuting Attorney		16,167,337	283.50
Transportation Services		146,388,402	109.00
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$</b>	<b>861,174,107</b>	<b>9,985.11</b>

\* Full-time Equivalent



## OPERATING EXPENDITURES BY COST ELEMENT FISCAL YEAR 2005

DEPARTMENT/AGENCY	SALARIES		CURRENT EXPENSES		EQUIPMENT		TOTAL
Budget & Fiscal Services	\$	14,591,394	\$	2,269,015	\$	71,750	\$ 16,932,159
Community Services		8,032,225		57,302,830		119,725	65,454,780
Corporation Counsel		4,652,303		3,298,945		-	7,951,248
Customer Services		9,715,017		8,662,866		-	18,377,883
Design and Construction		8,483,397		5,204,789		17,870	13,706,056
Emergency Services		19,887,668		3,246,855		1,090,625	24,225,148
Enterprise Services		9,212,785		6,617,517		15,000	15,845,302
Environmental Services		42,125,330		132,433,301		-	174,558,631
Facility Maintenance		21,989,510		18,374,215		58,700	40,422,425
Fire		60,843,612		6,234,176		464,859	67,542,647
Human Resources		4,128,190		356,142		-	4,484,332
Information Technology		6,593,558		5,007,347		892,629	12,493,534
Mayor		397,908		51,387		-	449,295
Managing Director		1,320,074		1,042,400		-	2,362,474
Oahu Civil Defense Agency		460,542		240,814		-	701,356
Neighborhood Commission		557,625		370,987		-	928,612
Royal Hawaiian Band		1,560,188		77,495		-	1,637,683
Medical Examiner		895,431		163,937		-	1,059,368
Parks and Recreation		29,775,056		17,340,592		193,020	47,308,668
Planning and Permitting		12,243,865		1,068,001		11,925	13,323,791
Police		146,380,582		21,662,394		810,000	168,852,976
Prosecuting Attorney		13,508,341		2,646,296		12,700	16,167,337
Transportation Services		87,964,994		58,423,408		-	146,388,402
	\$	505,319,595	\$	352,095,709	\$	3,758,803	\$ 861,174,107
Debt Service		-		\$192,944,453		-	192,944,453
Retirement System Contributions		-		46,644,512		-	46,644,512
FICA and Pension Costs		-		18,118,759		-	18,118,759
Health Fund		-		75,577,721		-	75,577,721
Miscellaneous		-		28,257,754		-	28,257,754
	\$	-	\$	361,543,199	\$	-	\$ 361,543,199
<b>TOTAL EXPENDITURES</b>	\$	505,319,595	\$	713,638,908	\$	3,758,803	\$ 1,222,717,306

# Capital Improvement Program Budget Highlights

The FY 2005 capital improvement program (CIP) budget continues to focus on investing in our future with projects essential for improving the quality of life for all our residents. The FY 2005 CIP budget, as submitted, totals \$286.5 million, an increase of \$9.7 million from the \$276.8 million FY 2004 CIP budget.

## General Government

A total of \$38.9 million is included in the CIP budget for various general government projects. This is an increase of \$11.6 million from the \$27.3 million included in the FY 2004 budget. For the sixth consecutive year, a significant amount (\$13.0 million) is budgeted for the Procurement of Major Equipment. Other major projects include the Energy Conservation Improvements and Solar Energy Initiatives (\$10.0 million), Integrated Financial & Human Resource System (Financial Accounting System) - (\$5.0 million), Land Expenses (\$2.7 million), Public Building Facilities Improvements (\$2.3 million), Telecommunications Facilities Upgrade (\$2.0 million), Public Facilities National Pollution Discharge Elimination System (NPDES) Improvements (\$0.7 million), National Pollution Discharge Elimination System (NPDES) Modification for Corporation Yards (\$0.5 million), Kapolei Consolidated Corporation Yard (\$0.5 million), and ADA (Americans With Disabilities Act) Improvements to Public Buildings (\$0.5 million).

## Public Safety

Public safety capital improvements total \$14.5 million. This reflects a decrease of \$8.9 million from the \$23.4 million budgeted in FY 2004. Major projects include the Rockfall Potential and Other Earth Stability Hazard Inspections and Mitigative Improvements (\$2.4 million), Flood Control Improvements at Various Locations (\$1.9 million), Police Headquarters Communications Center (\$1.5 million), Puuhulu Place, Puhawaii Road, Hakalina Road, Paakea Road and Hakimo Improvements (\$1.1 million), Fire Station Building Improvements (\$1.0 million), Police Stations and Buildings Improvements (\$1.0 million), Highway Structure Improvements (\$0.9 million), Police Headquarters - Correct Building Leaks (\$0.8 million), and Wahiawa Police Station - Cell Block (\$0.5 million).

## Highways and Streets

The capital improvement program budget for highways and streets projects totals \$55.8 million. This reflects a decrease of \$10.9 million from the FY 2004 budget of \$66.7 million. Major projects include Streets and Parking Lot Improvements (\$40.0 million), Sidewalk Improvements (\$3.8 million), Curb Ramps at Various Locations (\$3.7 million), Bicycle Projects (\$1.1 million), Bridge Rehabilitation at Various Locations (\$1.0 million), Storm Drainage Improvements (\$0.7 million), Rehabilitation of Maunawili Road Bridge #2 (\$0.6 million), Drainage Improvements at Various Locations (\$0.6 million), and North-South Road/Park Row Roadway (Kapolei Parkway/Park Row Roadway) - (\$0.6 million).

## Sanitation

The \$123.4 million provided for wastewater facility improvements and solid waste projects is the largest allocation of the CIP. This reflects an increase of 50.0 million from the \$73.4 million budgeted in FY 2004. Major projects include the Sand Island Wastewater Treatment Plant Expansion, Primary Treatment, 90 (\$52.3 million), Honouliuli Wastewater Treatment Plant Solids Handling System (\$16.0 million), Sand Island Wastewater Treatment, Unit 1, Phase 2A (Headworks) - \$8.7 million, Project Management for Wastewater Projects (\$5.4 million), Sand Island Wastewater Treatment Plant Construction Soil Management (\$4.5 million), Sand Island WWTP Disinfection Facility and Effluent Pump Station (\$4.5 million), Wastewater Equipment (\$4.0 million), Sand Island Basin Misc. Sewer Rehabilitation (\$3.5 million), Ft. Weaver Road Reconstructed Sewer, Ewa Beach (\$3.5 million), Fort DeRussy Wastewater Pump Station Modification and Force Main Extension (\$3.0 million), Wastewater Facilities Replacement Reserve (\$3.0 million), Waipahu Ash Landfill Closure (\$2.8 million), Small Sewer Mainline and Lateral Projects (\$2.0 million), Kalihi/Nuuanu Area Sewer Rehabilitation (\$1.5 million), Wastewater Treatment Plant and Pump Station Projects (\$1.5 million), Kahana-hou Circle Sewer Rehabilitation (\$1.5 million), Wastewater Planning and Programming (\$1.3 million), Kalaheo Avenue Reconstructed Sewer, Kailua (\$1.1 million), Kailua/Kaneohe Sewer Rehabilitation (\$0.7 million), and Kahanahou Wastewa-

## Budget Summaries

ter Pump Station Force Main Reconstruction (\$0.6 million).

### Human Services

Collectively, projects addressing human services are budgeted at \$28.8 million, a decrease of \$4.9 million from the \$23.9 million budgeted in FY 2004. Among the major projects are Homeless/Transitional Residential Center (\$10.0 million), ORI, Anuenue Hale, Inc. (Facility) - (\$3.5 million), Palolo Chinese Home - Food Service Complex (\$2.5 million), Pacific Gateway Center - Rehabilitation, Phases 1, 2 and 3 (\$1.7 million), Waianae Comprehensive Health Center (\$1.2 million), St. Francis Healthcare System Residential Care Community for the Elderly (\$1.0 million), Bishop Museum - ADA Improvements (\$0.9 million), Gregory House Program - Michael's Place (\$0.8 million), Emergency Shelter Grants Program - PS (\$0.8 million), Community Housing Development Organization (CHDO Set-Aside) (\$0.7 million), Ho'olana Academic Enrichment and Career Development Services - (Facility - (\$0.7 million), Leeward Young Men's Christian Association (\$0.7 million), Lanakila Rehabilitation Center Meals on Wheels Program Renovation (\$0.6 million), and Pearl City Foundation - Daycare Center (\$0.5 million).

### Culture-Recreation

To sustain our recreational resources, the sum of \$13.7 million is included in the CIP for various cul-

ture-recreation projects. This is a decrease of \$27.7 million from the FY 2004 budget of \$41.4 million. Some of the larger projects are Pupukea Pualu Nature Preserve (\$3.0 million), Reconstruct Wastewater Systems for Parks (\$1.7 million), Maunalani Community Park (\$1.0 million), Mililani Mauka District Park (Formerly: Mililani Mauka District Park - Playcourts and Gym) - (\$0.6 million), Koko Head District Park Renovations (\$0.5 million), Upgrade of Fire Alarm Systems at Various Parks (\$0.5 million), Waianae District Park (\$0.5 million), Recreation District No. 1 Improvements (\$0.5 million), Recreation District No. 2 Improvements (\$0.5 million), Recreation District No. 3 Improvements (\$0.5 million), Recreation District No. 4 Improvements (\$0.5 million), and Recreation District No. 5 Improvements (\$0.5 million).

### Utilities or Other Enterprises

The \$11.5 million provided for Utilities or Other Enterprises projects reflects a decrease of \$19.2 million from the \$20.7 million included in the FY 2004 budget. Major projects include Bus and Handi-Van Acquisition Program (\$7.0 million), Middle Street Intermodal Center (\$1.5 million), Dillingham Blvd Transit Improvements (\$1.3 million), and Work Plan Development for a Fixed Rail System (\$0.6 million).

**MULTI-YEAR FINANCIAL OUTLOOK**  
(\$ in Millions)

	ESTIMATED					
	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010
<b>OPERATING EXPENDITURES</b>						
Executive						
General Government	\$ 127.6	\$ 129.3	\$ 131.0	\$ 132.8	\$ 134.5	\$ 135.5
Public Safety	270.9	277.5	286.6	293.9	297.1	300.4
Highways and Streets	15.6	15.8	16.0	16.2	16.3	16.5
Sanitation	174.6	177.4	180.8	184.3	187.8	191.4
Human Services	65.5	66.6	67.8	69.0	70.3	71.5
Culture-Recreation	64.8	65.7	66.5	67.4	68.3	69.3
Utilities or Other Enterprises		-	-	-	-	-
(Transportation)	142.2	144.2	146.1	148.1	150.1	152.2
Debt Service	192.9	251.5	273.2	315.1	327.2	343.7
Retirement System						
Contributions	46.6	64.8	80.0	89.9	93.6	94.3
FICA and Pension Costs	18.1	18.4	18.8	19.2	19.4	19.6
Health Fund	75.6	79.4	83.3	87.5	91.9	96.5
Miscellaneous	28.3	28.8	29.4	29.9	30.5	31.1
Legislative	9.4	9.6	9.8	10.0	10.2	10.3
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 1,232.1</b>	<b>\$ 1,329.0</b>	<b>\$ 1,389.3</b>	<b>\$ 1,463.3</b>	<b>\$ 1,497.2</b>	<b>\$ 1,532.2</b>
<b>CAPITAL EXPENDITURES</b>						
General Government	\$ 38.9	\$ 21.8	\$ 25.7	\$ 18.1	\$ 13.6	\$ 1.2
Public Safety	14.5	35.8	32.8	25.2	16.9	8.1
Highways and Streets	55.8	71.7	74.8	63.9	46.4	46.4
Sanitation	123.4	181.3	210.1	134.1	27.7	18.7
Human Services	28.8	25.4	26.6	26.3	25.6	24.6
Culture-Recreation	13.7	20.7	32.4	25.3	19.4	11.7
Utilities or Other Enterprises						
(Mass Transit)	11.4	24.2	20.8	15.3	12.6	11.3
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 286.5</b>	<b>\$ 380.9</b>	<b>\$ 423.2</b>	<b>\$ 308.2</b>	<b>\$ 162.2</b>	<b>\$ 122.0</b>

MULTI-YEAR FINANCIAL OUTLOOK						
(\$ in Millions)						
ESTIMATED						
	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010
<b>OPERATING RESOURCES</b>						
Real Property Tax	498.5	524.9	560.6	591.4	624.6	658.3
Fuel Tax	48.1	48.6	49.1	49.6	50.1	50.6
Motor Vehicle Weight Tax	39.8	40.7	41.6	42.6	43.5	44.4
Public Utility Franchise Tax	25.1	27.1	29.1	31.0	32.9	34.9
Federal Grants	98.3	103.0	105.5	108.0	110.6	113.2
State Grants	9.4	9.6	9.8	9.9	10.1	10.3
Transient Accommodations Tax	36.8	38.2	39.6	41.1	42.7	44.4
Public Service Company Tax	24.5	26.5	28.4	30.3	32.2	34.1
Licenses and Permits	40.1	40.9	41.6	42.4	43.2	44.1
Charges for Services	22.6	24.0	24.4	24.9	25.2	25.2
Sewer Revenues	119.3	137.0	161.1	181.9	191.4	191.4
Bus Transportation Revenues	41.2	41.8	43.0	43.1	43.6	44.2
Solid Waste Disposal Revenues	107.9	110.1	110.3	112.4	123.2	101.6
Other Revenues	134.6	140.4	145.5	147.9	155.2	160.1
Carry-Over	118.5	120.9	123.3	125.8	128.3	130.8
<b>TOTAL OPERATING RESOURCES</b>	<b>\$ 1,364.7</b>	<b>\$ 1,433.6</b>	<b>\$ 1,513.0</b>	<b>\$ 1,582.4</b>	<b>\$ 1,656.8</b>	<b>\$ 1,687.6</b>
<b>CAPITAL RESOURCES</b>						
General Obligation Bonds	\$ 137.2	\$ 179.0	\$ 253.4	\$ 144.9	\$ 107.9	\$ 76.7
Bikeway Fund	0.1	-	-	-	-	-
Parks and Playgrounds Fund	-	-	-	2.5	-	-
Housing Development Special Fund	0.3	-	-	-	-	-
Sewer Revenue Bond Improvement Fund	110.4	165.4	133.3	124.4	17.9	8.9
State Funds	-	-	-	-	-	-
Community Development Funds	21.3	20.0	20.0	20.0	20.0	20.0
Federal Grants Fund	7.5	6.5	6.5	6.5	6.5	6.5
Sewer Fund	9.6	9.8	9.8	9.8	9.8	9.8
Developer	-	-	-	-	-	-
Sewer Assessment	-	0.1	0.1	-	-	-
Utilities	0.1	0.1	0.1	0.1	0.1	0.1
<b>TOTAL CAPITAL RESOURCES</b>	<b>\$ 286.5</b>	<b>\$ 380.9</b>	<b>\$ 423.2</b>	<b>\$ 308.2</b>	<b>\$ 162.2</b>	<b>\$ 122.0</b>

MULTI-YEAR FINANCIAL OUTLOOK (\$ in Millions)						
ESTIMATED						
	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010
<b>EXPENDITURES</b>						
OPERATING	\$ 1,232.1	\$ 1,329.0	\$ 1,389.3	\$ 1,463.3	\$ 1,497.2	\$ 1,532.2
CAPITAL	286.5	380.9	423.2	308.2	162.2	122.0
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,518.6</b>	<b>\$ 1,709.9</b>	<b>\$ 1,812.5</b>	<b>\$ 1,771.5</b>	<b>\$ 1,659.4</b>	<b>\$ 1,654.2</b>
<b>RESOURCES</b>						
OPERATING	\$ 1,364.7	\$ 1,433.6	\$ 1,513.0	\$ 1,582.4	\$ 1,656.8	\$ 1,687.6
CAPITAL	286.5	380.9	423.2	308.2	162.2	122.0
<b>TOTAL RESOURCES</b>	<b>\$ 1,651.2</b>	<b>\$ 1,814.5</b>	<b>\$ 1,936.2</b>	<b>\$ 1,890.6</b>	<b>\$ 1,819.0</b>	<b>\$ 1,809.6</b>
<b>DIFFERENCE</b>	<b>\$ 132.6</b>	<b>\$ 104.6</b>	<b>\$ 123.7</b>	<b>\$ 119.1</b>	<b>\$ 159.7</b>	<b>\$ 155.3</b>

## Meeting Future Expenditure Requirements

In Fiscal year 2005, the City's executive operating budget increases by \$53.6 million or 4.3% over fiscal year 2004. As in the past, much of the increases are deemed to be uncontrollable. As examples, required contributions to the employee retirement system and the employee health fund increase by a total of \$19.9 million. Expenditures generally regarded to be controllable include an increase of \$14.6 million for public safety agencies, including arbitrated pay raises, and an increase of \$15.7 million for the City's sanitation and bus functions. These areas of expenditures, which provide mandatory costs or pay for the most essential core services for the public total 94% of the increase in fiscal year 2005. The remainder of the increase is primarily for a rise in insurance expenses and for investments in technology advances to improve efficiency and productivity. Based on these observations, it can be seen that only essential services are provided in the executive operating budget for the coming fiscal year.

In dealing with required expenditures of the intermediate future, several proactive measures are being proposed that is anticipated to improve the City's fiscal and environmental sustainability. These include:

### Sale of City Housing Projects

The majority of currently built City housing projects will be sold and ultimately result in home ownership for 281 low and moderate income families. This action will be in concert with the national objective of greater homeownership for Americans and will simultaneously enable the City to work toward debt reduction of over \$100 million.

### Maintaining a Steady Level of Capital Expenditures

The proposed capital budget increases by 3.5% from FY 04, but decreases by 37.1% from FY03. This disciplined approach to capital improvements commitments is anticipated to keep our debt obligations under control in the future.

### Improving Real Property Tax Valuations

The City and County of Honolulu experienced a significant rise in residential real property assessments during the past year. Therefore, if non-residential properties follow residential properties valuations, the outlook is positive not only for real property taxes, but for the economy as a whole. The outcome is a ripple effect in increases in other tax, fee and charges revenues.

### Island-wide Recycling

The City will be undertaking curbside pickup for the entire island in the coming fiscal year. This is anticipated to move the City significantly toward sustaining the island's pristine environment. The increased costs for this added service are being held to a minimum.

### Energy Conservation Initiatives

A large commitment is being made in the proposed in the City's capital budget to increase energy efficiency and institute solar energy initiatives. This investment is anticipated to reduce expenditure as well as energy requirements in the future.

### Maintaining a Disciplined Manpower Level

The City continues to monitor and maintain its personnel count. Personnel costs have therefore been maintained despite consistently high employee fringe benefit costs. We expect to reap the fiscal benefits of this disciplined approach to manpower levels in the future.

### Investments in Technology

Significant investment in technology in the areas of accounting, software and telecommunications are proposed to improve tracking and reporting of City funds and for enhanced public safety.



## Fact Sheet on Budget Trends

	Actual FY2001	Actual FY 2002	Actual FY 2003	Budgeted FY 2004	Budgeted FY 2005
<i>REAL PROPERTY TAX:</i>					
Net Assessed Value <sup>a,b</sup>	68,676,200	69,671,569	73,584,358	79,154,540	92,421,383
Average Rate <sup>c</sup>	5.53	5.33	5.21	5.40	5.37
Collections <sup>a</sup>	380,098	371,234	383,724	427,164	496,500
<b>EXECUTIVE AND LEGISLATIVE</b>					
<i>OPERATING BUDGETS:</i>					
Appropriations <sup>a</sup>	1,025,928	1,092,037	1,125,275	1,178,095	1,232,134
<i>CAPITAL BUDGET:</i>					
Appropriations <sup>a</sup>	385,524	579,242	455,611	276,813	286,481
<i>LONG-TERM DEBT:</i>					
Debt Service Charges <sup>a</sup>	162,927	137,667	153,168	201,899	192,944
<i>NUMBER OF POSITIONS: <sup>d</sup></i>					
Police	2,664	2,687	2,703	2,720	2,728
Fire	1,136	1,139	1,145	1,144	1,146
Environmental Services	1,149	1,130	1,130	1,130	1,130
Parks and Recreation	1,040	1,084	1,108	1,108	1,126
Prosecuting Attorney	279	280	279	284	284
Other Executive Agencies	3,496	3,515	3,569	3,586	3,571
<b>Total Executive Branch</b>	<b>9,764</b>	<b>9,835</b>	<b>9,934</b>	<b>9,972</b>	<b>9,985</b>
<b>MOTOR VEHICLE REGISTRATIONS <sup>e,f</sup></b>	<b>631,232</b>	<b>643,810</b>	<b>656,639</b>	<b>669,723</b>	<b>683,068</b>
<b>RESIDENT POPULATION (July 1st) <sup>f,g</sup></b>	<b>875,670</b>	<b>881,295</b>	<b>886,952</b>	<b>892,646</b>	<b>898,377</b>

a) Dollars in thousands

b) Valuation 100% of fair market value

c) Per thousand dollars

d) Rounded; temporary and contract positions included; authorized full-time equivalent positions

e) Calendar year

f) Source: State of Hawaii Data Book 2002

g) 2002 - 2005 estimates based on preliminary forecasts

## City and County Profile

<b>Land Area *</b>	596.7	square miles
<b>Racial composition based on 2001 Department of Health survey *</b>		
Mixed (except Hawaiian)	22.0	percent
Hawaiian/part Hawaiian	21.3	percent
Caucasian	19.6	percent
Japanese	18.0	percent
Filipino	11.7	percent
Chinese	4.0	percent
African American	1.4	percent
Samoan/Tongan	1.2	percent
Korean	.8	percent
<b>Gender Composition *</b>		
Male	50.1	percent
Female	49.9	percent
<b>Median Age (2000) *</b>	35.7	years
<b>Age Composition *</b>		
Under 18 years	23.1	percent
18 - 64 years	63.2	percent
65 years and over	13.7	percent
<b>Elections ***</b>		
Registered Voters, Primary Election 2002	464,673	
Votes Cast, Primary Election 2002	192,146	
Registered Voters, General Election 2002	470,327	
Votes Cast, General Election 2002	270,071	
<b>Educational Attainment *</b>		
Less than High School Diploma	15.2	percent
High School Graduate or Higher	84.8	percent
Bachelor's Degree or Higher	27.9	percent
<b>Median Household Income **</b>	\$51,914	
<b>Number of Housing Units (2000)*</b>	315,988	
<b>Building Permits Issued (Fiscal 2002) ****</b>		
Number Issued	13,141	
Estimated Value(dollars in thousands)	\$992,000	
<b>Unemployment Rate (2003) *****</b>	3.6	percent
* 2002 State of Hawaii Data Book		
** U. S. Bureau of the Census, 2000		
*** Office of Elections		
**** Honolulu Department of Planning and Permitting		
***** Hawaii State Department of Labor and Industrial Relations		

# The Budget Process

## Introduction

At first exposure, the annual budget may appear to be complicated and difficult to understand. This section describes the many facets of the budget process so that it is easier for our readers to use.

Each year, the City adopts three budgets:

- The **Executive Operating Budget** explains where the City gets its money and how it will be spent to pay for day-to-day operations of the executive branch.
- The **Legislative Budget** describes how the City Council and its activities will be funded.
- The **Capital Budget** lists and describes long-lived projects, such as highways, parks and buildings, which the City will undertake during the next six years as well as identifying in what years appropriations will be required. The Capital Budget is commonly referred to as the “CIP” for Capital Improvement Program.

The following sections explain how the budgets are put together and what they contain.

## The Annual Budget

The annual budget of the City and County of Honolulu establishes the City’s policies and fulfills the legal requirement that a balanced financial plan be adopted to set the spending limits of the City. The budget also estimates the revenues and other financial resources that will be used to pay for the City’s operations during the fiscal year. Honolulu’s fiscal year begins on the first day of July and ends on the last day of June of the following year.

The Mayor’s budget message identifies the City’s major goals and objectives and explains how the administration plans to achieve them. The budget ensures that executive and legislative policies will

be followed by detailing costs, making historical comparisons, and establishing performance measures against which City agencies can be evaluated throughout the year.

The budget process includes many open meetings and public hearings in order to ensure the public’s participation and input. The budget itself is a public information document providing readers with an overview of the City and its workings.

The budget is based on guidelines and restrictions established by the Hawaii Constitution, State statutes, Honolulu’s City Charter and City ordinances.

The Revised Charter of the City and County of Honolulu provides for an annual executive budget consisting of an operating budget and a capital budget including a statement of relationships between operating and capital items for the executive branch. Section 9 of the Revised Charter sets forth the contents of the budgets, the officers or agencies responsible for their preparation, and the manner and timetable of the Council’s review process. To comply with these requirements, the City administration prepares an Executive Program and Operating Budget (Volume I) and an Executive Program and Capital Budget (Volume II). The budget documents must be submitted to the City Council by March 2, 120 days before the start of the fiscal year, as required by the Charter.

In addition to the two Budget Volumes, the City administration also prepares and submits to the City Council a bill for an Operating Budget ordinance and a bill for a Capital Budget ordinance. These proposed ordinances provide for appropriations to fund the activities of the executive branch. Requirements and presentation details of the budget ordinances are set forth in Articles 17 and 18 of Section 2, Revised Ordinances of Honolulu.

The Revised City Charter can be found on-line at [www.co.honolulu.hi.us/refs/rch](http://www.co.honolulu.hi.us/refs/rch). The Revised Ordinances of Honolulu can be accessed at [www.co.honolulu.hi.us/refs/roh](http://www.co.honolulu.hi.us/refs/roh). Additional information concerning public hearings, a synopsis of the budget ordinance, City Council actions and the budget ordinances’ status can be found at [www.co.honolulu.hi.us/council/calendar.htm](http://www.co.honolulu.hi.us/council/calendar.htm). The site is maintained by the Department of Information Technology, City and County of Honolulu. To report problems, contact [webmaster@www.co.honolulu.hi.us](mailto:webmaster@www.co.honolulu.hi.us).

## The Operating Budget

Appropriations contained in the executive operating budget ordinances are valid only for the fiscal year for which they were made. Any part of the

appropriations which is not spent or reserved to pay for expenses lapses after June 30, the end of the fiscal year.

OPERATING BUDGET CALENDAR											
Current FY revenue estimates prepared			§ September 10 - Actual and budgeted revenue sent to agencies								
			Agencies prepare estimates		§ October 15 - Agencies submit revenue estimates for current and next 6 years						
Real property valuations calculated based on fair market value as of October 1							§ February 1 - Property valuations submitted to City Council				
Agencies prepare Operating Budget requests				§ November 1 - Operating Budget requests submitted							
				Agency requests reviewed and assessed							
								Executive Operating Budget prepared		§ March 2 - Operating Budget submitted to City Council	
								Council reviews budget & conducts public hearings			
				Operating Budget ordinance and real property tax rate resolution adopted by June 15' §							
								New Fiscal Year begins July 1 §			
Fiscal Year 2004-2005 Operating Budget begins July 1, 2004 and ends June 30, 2005											
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun

## Revenue Estimating Process

The revenue estimating process tries to determine how much money will be available to pay for City services during the following fiscal year. The process begins in July with an analysis of current revenue collections, Oahu's economic trends, projections of the State of Hawaii's Council on Revenues and other data. Revenue estimates for the current year are forwarded to the executive agencies in September. Based on their past experience and knowledge of factors which may affect future collections, the agencies respond in October with their estimate of revenues for the next six years.

Real property assessments are calculated throughout the year. For the purpose of determining the following fiscal year's real property tax revenues, valuations are calculated based on the fair market

value as of October 1. The valuations are submitted to the City Council by February 1 in accordance with Ordinance 8-11.1(e).

## The Operating Budget Preparation Process

Guidelines for the preparation of the operating budget are forwarded to the executive agencies in September. Agencies respond in November with details of expenditure proposals and their justifications. Agency requests are reviewed, assessed and weighed against anticipated revenues and the requirements of non-agency expenditures such as debt service, employees' health fund costs and retirement benefit contributions. The Mayor makes the final program decisions and submits the operat-

ing budget proposal to the City Council by March 2 in accordance with City Charter Section 9-102.1.

## The Capital Budget

Appropriations in the executive capital budget ordinance are valid only for the fiscal year for which

they were made and for six months thereafter. Any part of the appropriations not spent or set aside to pay expenses lapses six months after the end of the fiscal year. Capital budget appropriations are available from the first day of July until the last day of December of the succeeding year.

CAPITAL BUDGET CALENDAR												
Agencies prepare capital budget proposals			§ October 1 - Agency proposals submitted									
			Agency requests reviewed and assessed									
							Executive Capital Budget finalized	§ March 2 - Capital Budget submitted to City Council				
							Council reviews budget & conducts public hearings					
							Capital Budget ordinance adopted by June 15 §					
							New Fiscal Year begins July 1 §					
Fiscal Year 2004-2005 Capital Budget begins July 1, 2004 and ends December 31, 2005												
Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	

## The Capital Budget Preparation Process

Budget preparation instructions are forwarded to executive agencies in July. Upon receipt, agencies prepare project proposals and submit them by October 1.

All proposed projects are reviewed and assessed by the Mayor and his staff, with the finalized proposed Capital Budget submitted to the City Council by March 2 in accordance with City Charter Section 9-102.1.

## The Legislative Budget

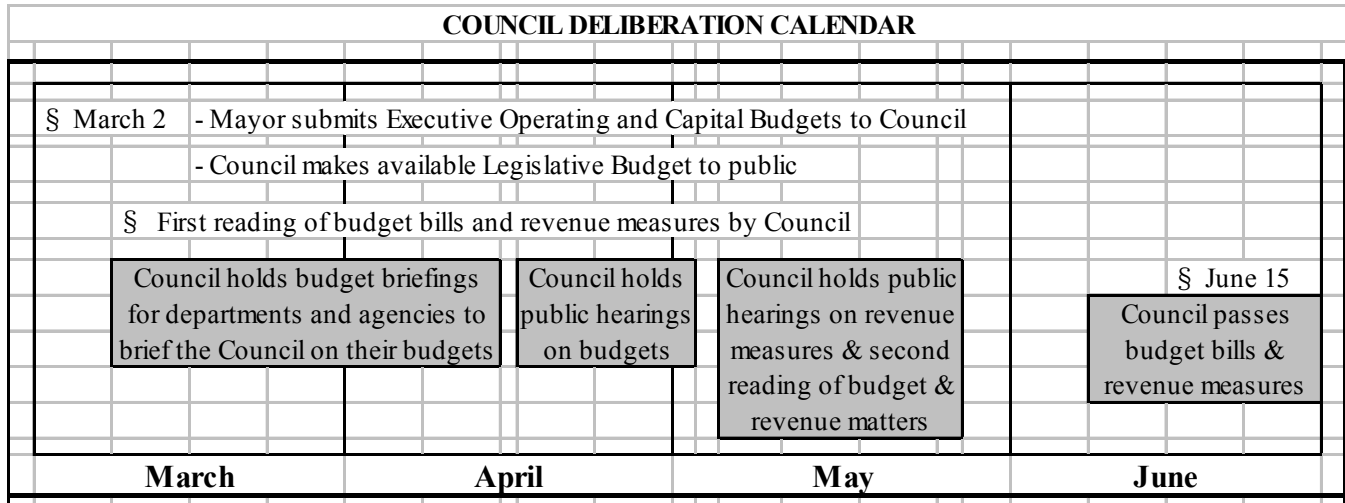
As with the executive operating budget, legislative budget appropriations are valid only for the fiscal year for which they are made. Any part of the appropriation that has not been spent or reserved to pay expenses lapses at the end of the fiscal year. The fiscal year begins on the first day of July and ends on the last day of June of the following year.

The legislative budget must be prepared and available for public review by March 2. The City Council conducts hearings and must pass the legislative budget ordinance by June 15.

## Consideration and Adoption by the City Council

Upon receipt of the executive program, annual budget and proposed ordinances from the Mayor, the Council immediately notifies the public of its intention to hold public hearing on the executive submissions and also on the legislative annual budget and ordinance. Upon the conclusion of the hearings, the Council may add new items to, delete

or amend any item in the executive and legislative proposals. Like other bills, the Council adopts the executive and legislative programs and budget ordinances by majority vote after three readings on separate days. The Council must pass a resolution establishing the real property tax rates and all budget ordinances by June 15. If final action is not taken on or prior to that day, the executive budget ordinances as submitted by the Mayor go into effect.



The Mayor has 10 working days in which to (1) sign the ordinances, (2) veto the measures or (3) to

return the measures unsigned, in which case the measures become law as if he had approved them.

For information about how bills become law or the Council's procedures and schedules, see [www.co.honolulu.hi.us/council](http://www.co.honolulu.hi.us/council).

## Amendments to the Budget and Other Appropriations

Amendments to the executive and legislative budgets may be initiated and considered by the Council under the same procedures prescribed for the adoption of the annual budgets themselves, provided that:

- No amendment can increase the total authorized expenditures to an amount greater than the estimate of monies available for the fiscal year.
- Amendments to the capital budget ordinance must conform to the operating and capital program, as amended.

Appropriations for items not included in the annual budget ordinances may be proposed by the Council or by the Mayor for the following purposes only:

- To meet contingencies which could not be anticipated when the budget ordinances were passed.
- To pay the expenses of holding special elections and elections on proposals to amend the charter.

No part of the budget ordinances can be amended, revised or repealed by the Council except by another ordinance.

## Budget and Budgetary Accounting

The budgets are on a basis consistent with GAAP (generally accepted accounting practices, see GLOSSARY OF TERMS) except that encumbrances are treated as budgeted expenditures in the year the commitments are made.

Formal budgetary integration is employed (i.e., annual operating budgets are legally adopted) for the general fund and special revenue funds (except the farmers home administration loan and revolving funds). Effective budgetary control for debt service, trust and agency, and revolving funds is achieved through bond indentures, contractual provisions and legislation. Formal budgetary integration is not employed for capital projects because effective budgetary control is achieved through contractual provisions and project oversight. Flexi-

ble budgeting (i.e., the relationship of costs to revenues) is employed for enterprise funds.

The Mayor is authorized to transfer appropriations between activities within a department. To transfer appropriations between departments, the legal level of budgeting, amendment must be made to the enacted budget ordinance. Amendments to the enacted budget ordinance may be proposed only by the Mayor. Amendments for items not included in the enacted budget ordinances may be proposed by the Mayor or the City Council.

## Glossary of Terms

**Activity** — The smallest unit of budgetary accountability and control which encompasses specific and distinguishable lines of work performed by an organizational unit to accomplish a function for which the City is responsible.

**Agency** — Any department, office, board, commission or other governmental unit of the City.

**Appropriation** — Authorization granted by the City Council to make expenditures and incur obligations for purposes specified in the appropriation ordinance.

**Assessed Valuation** — The value of real estate or other property used as a basis for levying real property taxes.

**Bond** — A written instrument to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond resolution or ordinance. The most common types of bonds are general obligation and revenue bonds which are most frequently used for construction of large capital projects such as buildings, streets and sewers.

**Bond Funds** — Monies derived from the issuance of bonds used to finance authorized capital expenditures.

**Budget (Proposed and Adopted)** — The Mayor submits to the City Council a **proposed** budget reflecting the expenditure and revenue level for the coming fiscal year. When the Mayor and City Council have formally endorsed the expenditure and revenue level, the proposed budget becomes the **adopted** budget, appropriating funds and establishing legal expenditure limits.

**Budget Issue** (*Formerly referred to as Workload/Program Adjustment*) — Items that require special management attention, including, but not limited to, proposed new programs or projects, expansion of current services, items to be delineated as an issue such as new equipment, or drastically increased costs for continuation of programs or items as they currently exist.

**Budget Message** — The opening section of the budget through which the Mayor provides the City Council and the public with a general summary of the most important budget issues, changes from

recent fiscal years, and recommendations regarding the financial policy for the coming fiscal year.

**Capital Budget** — A plan for capital expenditures to be incurred during the budget year (see “fiscal year”) from funds appropriated for projects scheduled in the capital program for the first year thereof.

**Capital Improvement Program (CIP)** — A plan for capital expenditures to be incurred each year over a fixed period of years, specifying the full resources estimated to be available to finance the projected expenditures.

**Carry-over** — See Fund Balance, Unreserved.

**Contingency** — Funds reserved to cover unforeseen expenditures that occur during the fiscal year.

**Cost Elements** — The major subdivisions of a cost category. For the “operating” category, it includes salaries, current expenses and equipment.

**Current Services** — The amount of budgetary resources needed to provide the existing level of services based on the current workload.

**Debt Service** — The principal and interest payments on an obligation resulting from the issuance of bonds and notes.

**Encumbrance** — Commitments to incur obligations in the form of purchase orders, contracts, or other commitments which are chargeable to an appropriation and for which part of the appropriation is reserved. They cease to be encumbrances when expended.

**Enterprise Fund** — A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. User fees are established and revised to ensure that revenues are adequate to meet all necessary expenditures.

**Expenditures** — Cost of goods delivered or services rendered, whether paid or unpaid, including expenses and capital outlays. Expenditures are distinguished from encumbrances in that expenditures relate to goods delivered or services rendered, whereas encumbrances represent commitments or obligations for goods to be delivered or services to be rendered in the future and for which no actual liability has yet been incurred.



**Federal Aid** — Funds received from the Federal Government.

**Fiscal Year** — The fiscal year of the City begins on the first day of July and ends on the last day of June of the succeeding year. (Appropriations in the capital budget ordinance are valid for the fiscal year for which they are made and continue for six months thereafter.)

**Full-Time Equivalent Position** — A number representing a part-time position converted to the decimal equivalent of a full-time position.

**Fund** — An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with regulations, restrictions or limitations.

**Fund Balance, Unreserved** — Actual or estimated unreserved fund balance carried over from the prior fiscal year and available for appropriation. The estimated fund balance together with the estimated revenues and interfund transfers for the upcoming year determine the maximum amount available for appropriation in the proposed year's budget.

**General Obligation Bonds** — Bonds for which the full faith and credit of the City are pledged for the payment of debt service.

**Generally accepted accounting principles (GAAP)** — GAAP are the uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**Goal** — A broad statement of a desired end result.

**Grant** — A funding source which includes State, Federal and private subsidies received in aid of a public undertaking.

**Interfund Transfer** — Legally authorized transfer from a fund receiving revenues to a fund through which the resources are to be expended.

**Lapse** — The automatic termination of the authority to expend money or incur obligations granted earlier by an appropriation. Except for continuing or indefinite appropriations, an appropriation is made for a certain period of time. At the end of that period, any unexpended or unencumbered balance thereof lapses unless otherwise provided by law.

**Means of Financing** — The source of funds from which appropriations are made.

**Modified Accrual Basis of Accounting** — Under this system of accounting, recommended for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred except for inventories, prepaid insurance, certain employee benefits, and principal and interest.

**Objective** — A statement of the end result, product, or condition desired, for the accomplishment of which a course of action is to be taken.

**Operating Budget** — A financial plan for the operation of government and the provision of services for the fiscal year. Excluded from the operating budget are funds appropriated in the capital budget.

**Operating Costs** — The recurring costs of operating, supporting and maintaining authorized programs, including costs for salaries, employee fringe benefits, current expenses (supplies and materials) and equipment (including motor vehicles).

**Operating Funds** — Resources derived from recurring revenue sources which are used to finance ongoing operating expenditures and pay-as-you-go capital projects and are reflected in the appropriation ordinances.

**Program** — A group of related activities performed by one or more organizational units for the purpose of accomplishing a specific function of the City.

**Program Measures** — The numerical means (such as the number of persons serviced by a program) of expressing the magnitude of a program or the degree to which the program's objective is attained.

**Real Property** — Means all land and the improvements upon it including buildings, other structures, fences and any fixtures attached to them which cannot be removed without substantial damage to such land and improvements.

## Budget Summaries

**Real Property, Net Taxable** — Means the fair market value of property less exemptions provided by ordinances.

**Real Property Tax Rate** — A value, which when used to multiply the net taxable real property, yields real property tax revenues for the City. The tax rate for Honolulu is expressed as dollars per \$1,000 of property value and is set by the City Council by adoption of a resolution.

**Resources** — Amount available for appropriation including estimated revenues, interfund transfers and unreserved fund balances.

**Revenue Bonds** — Bonds where the debt service is payable solely from the revenues generated by the operations of the facilities being financed by the bonds or by other non-tax sources.

**Revolving Fund** — A fund used to finance certain goods and services provided by City agencies on a self-supporting basis. It is used to pay for the cost of goods and services and is replenished through charges made for those goods or services or through transfers from other accounts or funds.

**Special Revenue Funds** — Resources which are dedicated or set aside by law for a specified object or purpose, but excluding the general fund and revolving and trust funds.

**Special Assessment** — A charge made against certain properties to help pay for all or part of the cost of a specific capital improvement project. Also park land or a monetary assessment fee received from new developments.

**Transient Accommodations Tax (TAT)** — Also known as hotel room tax. The City receives 19.7% of the funds collected by the State. The current TAT rate in the State of Hawaii is 7.25%.

**Tax Revenues** — The amounts collected from compulsory charges, in the form of taxes, levied by the City for the purpose of financing services performed for the public benefit. Sources of City tax revenues are the real property tax, fuel tax, vehicle weight tax and public utility franchise tax.

**Trust Fund** — A fund used to account for assets held by the City as a trustee or agent for individuals, private organizations, other governmental units, and/or other funds and which was created or established by a gift, grant, contribution, devise, or bequest that limits the use of the fund to designated objects or purposes.

**User Fees** — Fees for a public service paid by the user of the service.

# Departmental Budgets

---

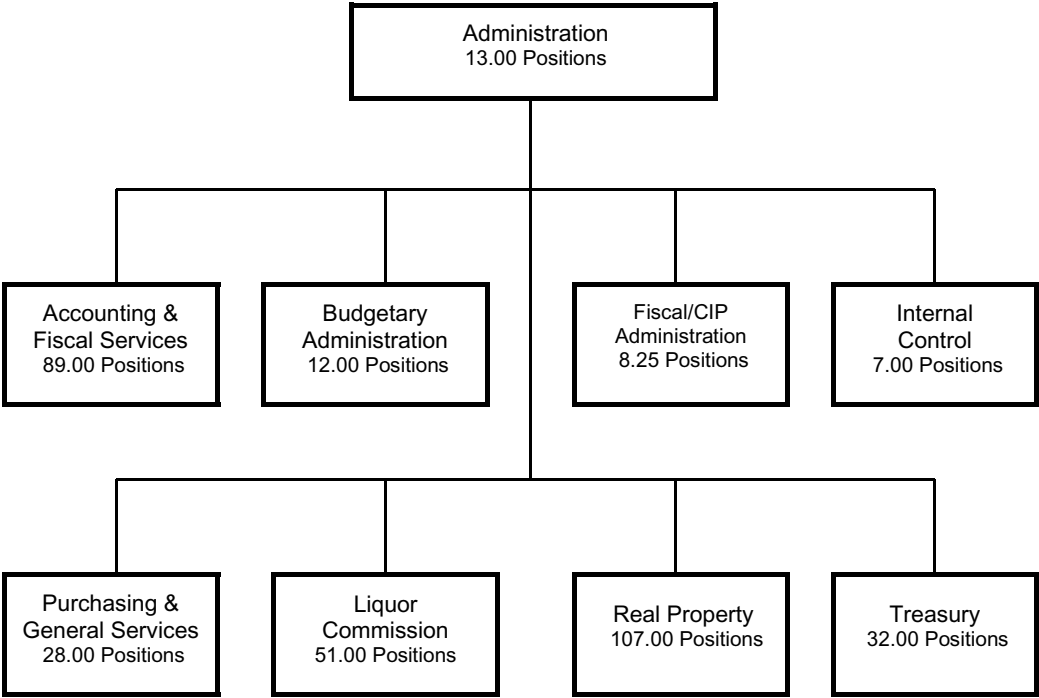
***This Page Intentionally Left Blank***

---

# Department of Budget and Fiscal Services

DEPARTMENT OF BUDGET AND FISCAL SERVICES  
(BFS)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of Budget and Fiscal Services

### Responsibilities

The Department of Budget and Fiscal Services is the City's central financial agency. It is responsible for all aspects of the City's finances, including billing, collection, keeping accurate and complete account of receipts and disbursements, management of the City's treasury and funds, and preparation and maintenance of a perpetual inventory of all lands and equipment owned or controlled by the City.

It provides long-range financial planning, prepares and manages the City's operating and capital program and budget, provides information pertaining to the financial affairs of the City, reviews the manner in which public funds are received and expended and reports to the Mayor on the integrity with which public funds are accounted for and on the financial responsibility of officers and employees administering public funds.

It provides an assessment of all real property in the City, sells real property upon which improvement assessments are not paid within the period prescribed, and disposes of personal property not needed by any City agency, pursuant to policies established by the City Council. It also rents or leases City property (except property controlled by the Board of Water Supply), and awards concessions, pursuant to law and to policies established by the City Council. It purchases materials, supplies and equipment and contracts for services of independent contractors for all City agencies.

It prepares the City's payrolls and pension rolls and administers the City's Risk Management Program. It also administratively supports the Liquor Commission, two Boards of Review, the Board of Trustees of the Police Officers, Fire Fighters and Bandsmembers Pension Fund, and the Pension Board of the City and County of Honolulu.

### Mission Statement

Public service with fiscal integrity.

### Goals and Objectives

1. To ensure adequate funding for City services to meet its residents' needs.
  - a. To assess and improve the productivity and cost effectiveness of City operations.
  - b. To assess and improve the operations of the department to optimize resource allocations.
2. Increase departmental efficiency by utilizing compatible technology and revising current processing procedures and policies.
3. Provide user-friendly services to the public by re-directing personnel and resources.
4. Enhance employee proficiency by providing applicable and appropriate training.

### Budget Initiatives and Highlights

The fiscal year 2005 operating budget totals \$16,932,159, which reflects a 5.1 percent increase over the current fiscal year. The increase is primarily due to funding for the Community Development Block Grant positions and related current expenses.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Real Property Taxes Collected to Total Amount Billed	%	98.6%	98.8%	98.8%
Improvement District Assessments Collected to Total Amount Billed	%	97.2%	98.0%	98.0%
Refuse Services Charges Collected to Total Amount Billed	%	98.3%	99.0%	99.0%
Delinquent Receivables Collected	%	65.0%	70.0%	70.0%
Average Rate of Return on City-Controlled Funds	%	2.89%	1.70%	1.30%
Average Processing Time of Land Ownership Document from Recording Date	Weeks	6	12	8

## Department of Budget and Fiscal Services

### Fiscal Sustainability

#### Target Year

#### Goal 1: Advance Departmental Self-Sustainability

##### Initiative 1: Improve Real Property Assessment Process

- (a) Establish procedures and dedicate resources to access current building permit data in order to generate revenues based on enhanced valuations. Goals: \$6.3 million in FY 2005; \$2.8 million annually thereafter.

FY 2005

- (b) Accelerate appeals process to complete Board of Review by 6/30 of each fiscal year to avoid placement of reserve in litigated fund.

FY 2005

#### Goal 2: Clarify State statutes to enable market financial transactions such as interest rate swaps to achieve finance savings by accessing more favorable interest rates.

FY 2005

#### Goal 3: Maximize Operational Efficiency

##### Initiative 1: Utilize Purchasing Card for Certain City Purchases.

- (a) Conduct cost-benefit analysis of using Purchasing Card.
- (b) Issue RFP and award contract
- (c) Establish internal guidelines and procedures
- (d) Implementation by 50% of City agencies
- (e) Implementation by 100%

FY 2004

FY 2004

FY 2004

FY 2005

FY 2006

##### Initiative 2: Develop Plan for Electronic Purchasing.

FY 2005

##### Initiative 3: Monitor Energy Consumption and Reduce Cost.

FY 2005

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	353.00	343.00	350.00	0.00	350.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	5.00	4.25	5.75	0.00	5.75
<b>Total</b>	<b>358.00</b>	<b>347.25</b>	<b>355.75</b>	<b>0.00</b>	<b>355.75</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 629,996	\$ 607,640	\$ 617,850	\$ 0	\$ 617,850
Accounting and Fiscal Services	3,951,971	3,990,099	3,990,583	0	3,990,583
Internal Control	374,914	375,336	387,192	0	387,192
Purchasing and General Services	1,250,559	1,299,372	1,302,714	0	1,302,714
Treasury	1,373,032	1,650,176	1,648,920	0	1,648,920
Real Property	4,002,710	4,188,291	4,412,212	0	4,412,212
Liquor Commission	2,224,396	2,761,744	2,696,166	0	2,696,166
Budgetary Administration	680,638	694,404	705,482	0	705,482
Fiscal/CIP Administration	1,040,121	543,164	1,171,040	0	1,171,040
<b>Total</b>	<b>\$ 15,528,337</b>	<b>\$ 16,110,226</b>	<b>\$ 16,932,159</b>	<b>\$ 0</b>	<b>\$ 16,932,159</b>



**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 13,470,486	\$ 13,979,668	\$ 14,591,394	\$ 0	\$ 14,591,394
Current Expenses	2,037,276	2,045,358	2,269,015	0	2,269,015
Equipment	20,575	85,200	71,750	0	71,750
<b>Total</b>	<b>\$ 15,528,337</b>	<b>\$ 16,110,226</b>	<b>\$ 16,932,159</b>	<b>\$ 0</b>	<b>\$ 16,932,159</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 11,975,948	\$ 12,394,565	\$ 12,527,789	\$ 0	\$ 12,527,789
Sewer Fund	217,468	220,882	249,535	0	249,535
Liquor Commission Fund	2,224,396	2,761,744	2,696,166	0	2,696,166
Refuse Genl Operating Acct -SWSF	4,800	42,964	44,426	0	44,426
Community Development Fund	599,046	90,280	720,460	0	720,460
Special Events Fund	111,137	93,780	165,008	0	165,008
Federal Grants Fund	254,656	355,543	372,058	0	372,058
Housing & Comm Dev Sec 8 Fund	140,886	150,468	156,717	0	156,717
<b>Total</b>	<b>\$ 15,528,337</b>	<b>\$ 16,110,226</b>	<b>\$ 16,932,159</b>	<b>\$ 0</b>	<b>\$ 16,932,159</b>

## Department of Budget and Fiscal Services

### Administration

#### Program Description

This program provides department-wide leadership and coordination to activities. It also is responsible for City-wide risk management concerns and administers the Premium Conversion and the Deferred Compensation Plans.

#### Program Highlights

The Administration Program budget of \$617,850 provides for the current level of services.

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	12.00	13.00	13.00	0.00	13.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>	<b>0.00</b>	<b>13.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 602,501	\$ 577,728	\$ 587,940	\$ 0	\$ 587,940
Current Expenses	27,495	29,912	29,910	0	29,910
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 629,996</b>	<b>\$ 607,640</b>	<b>\$ 617,850</b>	<b>\$ 0</b>	<b>\$ 617,850</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 629,996	\$ 607,640	\$ 617,850	\$ 0	\$ 617,850
<b>Total</b>	<b>\$ 629,996</b>	<b>\$ 607,640</b>	<b>\$ 617,850</b>	<b>\$ 0</b>	<b>\$ 617,850</b>

## Accounting and Fiscal Services

## Program Description

This program is responsible for managing City funds and reviewing the manner in which public funds are received and expended. To accomplish these responsibilities, it prepares financial statements, administers the central preparation of payroll, and ensures that expenditures are in accordance with the City's budget ordinances and allotment schedules.

## Program Highlights

The Accounting and Fiscal Services Program budget of \$3,990,583 provides for the current level of services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Purchase orders and requisitions processed	#	42,100	43,000	43,000
Claims vouchers processed	#	18,791	19,750	19,750
Payroll – Wage payments processed	#	238,391	239,500	239,500

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	86.00	86.00	85.00	0.00	85.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	4.00	3.00	4.00	0.00	4.00
<b>Total</b>	<b>90.00</b>	<b>89.00</b>	<b>89.00</b>	<b>0.00</b>	<b>89.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,800,309	\$ 3,848,972	\$ 3,807,954	\$ 0	\$ 3,807,954
Current Expenses	151,662	141,127	180,479	0	180,479
Equipment	0	0	2,150	0	2,150
<b>Total</b>	<b>\$ 3,951,971</b>	<b>\$ 3,990,099</b>	<b>\$ 3,990,583</b>	<b>\$ 0</b>	<b>\$ 3,990,583</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,222,866	\$ 3,130,454	\$ 3,003,979	\$ 0	\$ 3,003,979
Sewer Fund	216,268	219,682	248,335	0	248,335
Refuse Genl Operating Acct -SWSF	0	38,164	39,626	0	39,626
Community Development Fund	18,158	84,008	86,860	0	86,860
Special Events Fund	111,137	93,780	165,008	0	165,008
Federal Grants Fund	254,656	285,543	302,058	0	302,058
Housing & Comm Dev Sec 8 Fund	128,886	138,468	144,717	0	144,717
<b>Total</b>	<b>\$ 3,951,971</b>	<b>\$ 3,990,099</b>	<b>\$ 3,990,583</b>	<b>\$ 0</b>	<b>\$ 3,990,583</b>

## Department of Budget and Fiscal Services

### Internal Control

#### Program Description

Internal Control is a professional objective activity established with the Department of Budget and Fiscal Services to examine and evaluate financial activities as a service to the City. This activity audits, reviews, monitors and evaluates the controls and processes for recording financial transactions and safeguarding City assets and recommends practical changes and economical improvements to management. The function strives to adhere to the Standards for the Professional Practice of Internal Auditing.

#### Program Highlights

The Internal Control Program budget of \$387,192 provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Audits, reviews, evaluations, and analyses	#	47	45	45

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	7.00	7.00	7.00	0.00	7.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 367,396	\$ 367,500	\$ 379,212	\$ 0	\$ 379,212
Current Expenses	7,518	7,836	7,980	0	7,980
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 374,914</b>	<b>\$ 375,336</b>	<b>\$ 387,192</b>	<b>\$ 0</b>	<b>\$ 387,192</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 374,914	\$ 375,336	\$ 387,192	\$ 0	\$ 387,192
<b>Total</b>	<b>\$ 374,914</b>	<b>\$ 375,336</b>	<b>\$ 387,192</b>	<b>\$ 0</b>	<b>\$ 387,192</b>

## Purchasing and General Services

## Program Description

This program is responsible for procuring all materials, supplies, equipment, and services for City departments and agencies; processing construction, consultant, and personal services contracts; maintaining inventory of all City personal property; exchange, disposal, sale or transfer of surplus equipment; and managing City-owned real property not utilized by other departments.

## Program Highlights

The Purchasing and General Services Program budget of \$1,302,714 provides for the current level of services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Purchase Orders Processed	#	31,564	31,000	31,000
Purchase Requisitions Processed	#	1,075	1,050	1,050
Personal and Consultant Contracts	#	164	164	164

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	27.00	28.00	28.00	0.00	28.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>27.00</b>	<b>28.00</b>	<b>28.00</b>	<b>0.00</b>	<b>28.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,180,942	\$ 1,218,670	\$ 1,222,012	\$ 0	\$ 1,222,012
Current Expenses	69,617	80,702	80,702	0	80,702
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,250,559</b>	<b>\$ 1,299,372</b>	<b>\$ 1,302,714</b>	<b>\$ 0</b>	<b>\$ 1,302,714</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,250,559	\$ 1,299,372	\$ 1,302,714	\$ 0	\$ 1,302,714
<b>Total</b>	<b>\$ 1,250,559</b>	<b>\$ 1,299,372</b>	<b>\$ 1,302,714</b>	<b>\$ 0</b>	<b>\$ 1,302,714</b>

## Department of Budget and Fiscal Services

### Treasury

#### Program Description

This program administers the treasury management program, general collections program, real property tax collection and tax relief programs, and special assessment programs.

#### Program Highlights

The Treasury Program budget of \$1,648,920 provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Delinquent Real Property Tax Accounts	#	3,637	3,500	3,500
Delinquent Real Property Tax Amounts	Million	4.4	4.0	4.0
Delinquent Real Property Tax	%	1.10%	1.10%	1.10%
Delinquent Improvement District Assessment	%	2.75%	2.75%	2.75%
Delinquent Refuse Receivables	%	1.65%	1.60%	1.60%
Delinquent Sewer Receivables	%	0.09%	0.08%	0.08%
ADMINISTRATION:				
Sale of Bonds:				
General Obligation	#	0	2	1
Others	#	1	3	4
Redemption of Matured Bonds	#	47	50	50
Redemption of Matured Coupons	#	194	200	200
CASH AND DEBT MANAGEMENT:				
Agency Deposits	#	12,614	12,000	12,000
Checks Issued	#	156,912	156,000	156,000
Checks Cleared	#	156,523	157,000	157,000
Dishonored Checks Returned by Banks	#	3,435	3,500	3,500
Debit Memos Processed	#	607	600	600
Cash Transfer and Adjustment Vouchers Processed	#	2,543	2,500	2,500
ACCOUNTS RECEIVABLE:				
Billings:				
Refuse Service Charges	#	12,098	11,400	11,400
Sewer Service Charges	#	3,906	4,000	4,000
Other Charges	#	175	170	170
Collections:				
Refuse Services	#	10,331	11,000	11,000
Sewer Services	#	3,730	3,820	3,900
Other Services	#	200	190	190
Improvement Districts in Force	#	19	20	20
Accounts in Force	#	659	700	900
Delinquent Billings	#	340	390	500
City-Initiated Districts - New	#	--	--	--
Waikiki Business Improvement District	#	4,839	4,900	5,000
Fort Street Mall Business Improvement District	#	34	34	34
Real Property Tax Billings	#	503,456	510,000	515,000
Real Property Tax Checks Processed	#	254,482	260,000	262,650
Real Property Tax Billings Collected	#	492,448	498,000	499,000

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	32.00	32.00	32.00	0.00	32.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>32.00</b>	<b>32.00</b>	<b>32.00</b>	<b>0.00</b>	<b>32.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 969,930	\$ 1,207,284	\$ 1,206,028	\$ 0	\$ 1,206,028
Current Expenses	403,102	442,892	442,892	0	442,892
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,373,032</b>	<b>\$ 1,650,176</b>	<b>\$ 1,648,920</b>	<b>\$ 0</b>	<b>\$ 1,648,920</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,355,032	\$ 1,632,176	\$ 1,630,920	\$ 0	\$ 1,630,920
Sewer Fund	1,200	1,200	1,200	0	1,200
Refuse Genl Operating Acct -SWSF	4,800	4,800	4,800	0	4,800
Housing & Comm Dev Sec 8 Fund	12,000	12,000	12,000	0	12,000
<b>Total</b>	<b>\$ 1,373,032</b>	<b>\$ 1,650,176</b>	<b>\$ 1,648,920</b>	<b>\$ 0</b>	<b>\$ 1,648,920</b>

## Department of Budget and Fiscal Services

### Real Property

#### Program Description

This program annually identifies, evaluates and assesses all real property within the City and County of Honolulu.

#### Program Highlights

The Real Property Program budget is \$4,412,212, which reflects an increase of 5.3 percent over the current fiscal year. This increase is primarily due to the funding of vacant positions.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Appeals Pending End of FY	#	1,055	1,500	1,500
Appeals Filed	#	2,590	3,590	3,590
Assessment Parcels	#	266,470	268,000	270,000
Building Inspections	#	7,200	8,500	8,500
Exemptions Processed	#	20,625	21,000	21,000
Counter Service	#	20,736	21,000	21,000
Land Map Drafting (Parcels)	#	4,806	5,000	5,000
Total Documents:				
Parcels Affected	#	41,509	45,000	45,000
Abstracted	#	32,298	35,000	35,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	111.00	107.00	107.00	0.00	107.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>111.00</b>	<b>107.00</b>	<b>107.00</b>	<b>0.00</b>	<b>107.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,590,850	\$ 3,789,200	\$ 4,027,556	\$ 0	\$ 4,027,556
Current Expenses	411,818	399,091	384,656	0	384,656
Equipment	42	0	0	0	0
<b>Total</b>	<b>\$ 4,002,710</b>	<b>\$ 4,188,291</b>	<b>\$ 4,412,212</b>	<b>\$ 0</b>	<b>\$ 4,412,212</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,002,710	\$ 4,188,291	\$ 4,412,212	\$ 0	\$ 4,412,212
<b>Total</b>	<b>\$ 4,002,710</b>	<b>\$ 4,188,291</b>	<b>\$ 4,412,212</b>	<b>\$ 0</b>	<b>\$ 4,412,212</b>



## Liquor Commission

## Program Description

The Liquor Commission controls, regulates, and supervises the manufacture, importation and sale of intoxicating liquor through inspections, enforcement, licensing, registration and education.

## Program Highlights

The Liquor Commission Program budget of \$2,696,166 provides for the current level of services. The increase in position count reflects an addition of a 6-month contract clerical position.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Liquor Licenses	#	1,382	1,360	1,360
Violations	#	441	450	450

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	50.00	50.00	50.00	0.00	50.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.50	0.00	1.50
<b>Total</b>	<b>51.00</b>	<b>51.00</b>	<b>51.50</b>	<b>0.00</b>	<b>51.50</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,492,551	\$ 1,783,594	\$ 1,783,556	\$ 0	\$ 1,783,556
Current Expenses	714,482	910,950	843,010	0	843,010
Equipment	17,363	67,200	69,600	0	69,600
<b>Total</b>	<b>\$ 2,224,396</b>	<b>\$ 2,761,744</b>	<b>\$ 2,696,166</b>	<b>\$ 0</b>	<b>\$ 2,696,166</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Liquor Commission Fund	\$ 2,224,396	\$ 2,761,744	\$ 2,696,166	\$ 0	\$ 2,696,166
<b>Total</b>	<b>\$ 2,224,396</b>	<b>\$ 2,761,744</b>	<b>\$ 2,696,166</b>	<b>\$ 0</b>	<b>\$ 2,696,166</b>

## Department of Budget and Fiscal Services

### Budgetary Administration

#### Program Description

This program provides centralized budgetary services which includes the preparation and administration of the annual operating budget. It formulates and administers budgetary policies consistent with Administration objectives. It also evaluates the effectiveness of individual program activities in achieving its goals and mandates and provides organizational review and budgetary review of city programs and activities.

#### Program Highlights

The Budgetary Administration Program budget of \$705,482 provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Position-related Actions Reviewed	#	684	600	600
Personal Services Contracts Reviewed	#	388	400	400
Independent Services Contracts Reviewed	#	160	165	165
Appropriation and Allotment Vouchers Reviewed	#	216	250	250
Reorganization Proposals Reviewed	#	13	10	10
Resolutions and Reports Reviewed and Prepared for Submittal to the City Council	#	353	350	350
Other Requests Reviewed and Analyzed	#	265	260	260

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	12.00	12.00	12.00	0.00	12.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>0.00</b>	<b>12.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 647,941	\$ 661,556	\$ 679,232	\$ 0	\$ 679,232
Current Expenses	32,697	32,848	26,250	0	26,250
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 680,638</b>	<b>\$ 694,404</b>	<b>\$ 705,482</b>	<b>\$ 0</b>	<b>\$ 705,482</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 680,638	\$ 694,404	\$ 705,482	\$ 0	\$ 705,482
<b>Total</b>	<b>\$ 680,638</b>	<b>\$ 694,404</b>	<b>\$ 705,482</b>	<b>\$ 0</b>	<b>\$ 705,482</b>

## Fiscal/CIP Administration

## Program Description

This program is responsible for overseeing citywide financial planning and analysis, the formulation, review, preparation and implementation of the annual Capital Program and Budget and administers the U.S. Department of Housing and Urban Development's Community Development Block Grant, HOME Investment Partnerships, Emergency Shelter Grant and Housing Opportunities for Persons with Aids programs to insure proper program management, timely completion of projects and continued compliance with program mandates.

## Program Highlights

The Fiscal/CIP Administration Program budget is \$1,171,040, which includes the Community Development Block Grant (CDBG) positions and related current expenses.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Independent Services Contracts Processed	#	304	300	300
Appropriation and Allotment Vouchers Processed	#	613	650	650
Applications for HUD Funds Processed	#	104	100	100
Audit of Subrecipients	#	2	10	10

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	16.00	8.00	16.00	0.00	16.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.25	0.25	0.00	0.25
<b>Total</b>	<b>16.00</b>	<b>8.25</b>	<b>16.25</b>	<b>0.00</b>	<b>16.25</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 818,066	\$ 525,164	\$ 897,904	\$ 0	\$ 897,904
Current Expenses	218,885	0	273,136	0	273,136
Equipment	3,170	18,000	0	0	0
<b>Total</b>	<b>\$ 1,040,121</b>	<b>\$ 543,164</b>	<b>\$ 1,171,040</b>	<b>\$ 0</b>	<b>\$ 1,171,040</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 459,233	\$ 466,892	\$ 467,440	\$ 0	\$ 467,440
Community Development Fund	580,888	6,272	633,600	0	633,600
Federal Grants Fund	0	70,000	70,000	0	70,000
<b>Total</b>	<b>\$ 1,040,121</b>	<b>\$ 543,164</b>	<b>\$ 1,171,040</b>	<b>\$ 0</b>	<b>\$ 1,171,040</b>

---

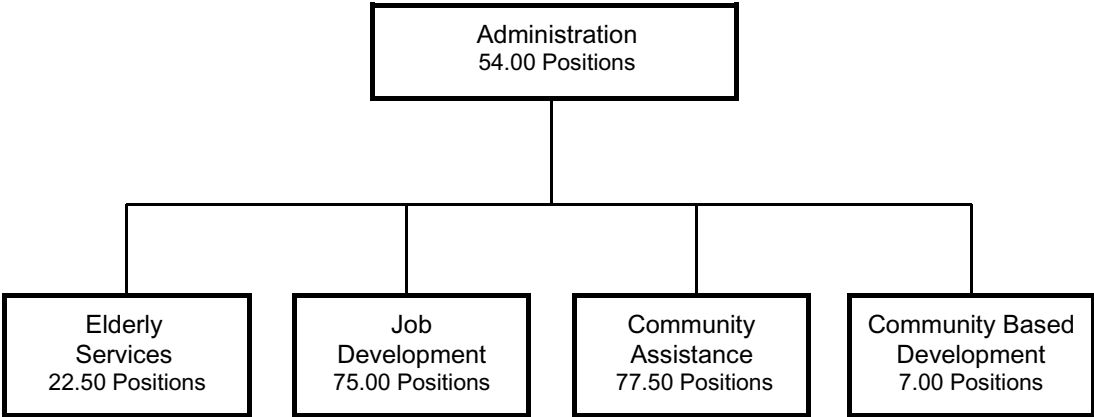
***This Page Intentionally Left Blank***

---

# Department of Community Services

DEPARTMENT OF COMMUNITY SERVICES  
(DCS)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of Community Services

### Responsibilities

The Department of Community Services develops and administers projects, programs and plans of action for job training and development and human services including elderly care services and special needs housing. DCS provides rental assistance and housing rehabilitation and loans to qualified recipients.

### Mission Statement

To support, develop and provide opportunities for individuals, families, and communities to achieve an improved quality of life.

### Goals and Objectives

The department supports, develops, and provides human investment initiatives that enhance the well being of individuals, families, and communities. The department works to increase accessibility to economic and support options through community awareness, and optimizes the use of resources in support of existing and future programs.

### Budget Initiatives and Highlights

The Department of Community Services will continue to provide rental assistance, housing rehabilitation services, housing assistance for persons with special needs, job training and entrepreneurial development, elderly care services, leasehold conversion program services, fair housing program services and special projects to serve community needs.

The department's proposed budget is \$65,454,780, which reflects an increase of 4.6 percent over the current fiscal year. The increase is primarily due to funds provided to implement the new Rent-to-Own Conversion Program. The budget also reflects a decrease in Federal funded contract positions that support existing programs, and an increase in Federal and State funded temporary positions.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

### Fiscal Sustainability

#### Goal 1: Advance Departmental Self-Sustainability

Initiative 1: Limit use of General Funds.

- |   |         |
|---|---------|
| (a) The DCS will maintain current levels of public service while relying less on the use of City general funds.         | FY 2004 |
| (b) The DCS will lower the percentage of City General Funds in its Operating Budget in FY 05.                           | FY 2005 |
| (c) The DCS will seek additional grants to lower the percentage of City General Funds in its Operating Budget in FY 06. | FY 2006 |

Target Year

DEPARTMENT POSITIONS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	139.00	144.00	136.00	4.00	140.00
Temporary FTE	25.50	33.00	34.50	20.50	55.00
Contract FTE	81.00	59.00	24.00	0.00	24.00
<b>Total</b>	<b>245.50</b>	<b>236.00</b>	<b>194.50</b>	<b>24.50</b>	<b>219.00</b>

## Department of Community Services

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 5,714,500	\$ 8,158,858	\$ 4,934,130	\$ 761,244	\$ 5,695,374
Elderly Services	6,134,612	7,655,525	7,733,453	167,720	7,901,173
Job Development	6,322,672	6,939,857	5,563,063	0	5,563,063
Community Assistance	34,396,001	39,150,307	41,989,995	1,479,940	43,469,935
Community Based Development	3,406,613	688,609	2,825,235	0	2,825,235
<b>Total</b>	<b>\$ 55,974,398</b>	<b>\$ 62,593,156</b>	<b>\$ 63,045,876</b>	<b>\$ 2,408,904</b>	<b>\$ 65,454,780</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 7,623,577	\$ 9,177,298	\$ 7,200,985	\$ 831,240	\$ 8,032,225
Current Expenses	48,267,636	53,365,258	55,728,166	1,574,664	57,302,830
Equipment	83,185	50,600	116,725	3,000	119,725
<b>Total</b>	<b>\$ 55,974,398</b>	<b>\$ 62,593,156</b>	<b>\$ 63,045,876</b>	<b>\$ 2,408,904</b>	<b>\$ 65,454,780</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,763,805	\$ 1,691,126	\$ 1,675,525	\$ 0	\$ 1,675,525
Rental Assistance Fund	180,737	233,000	233,000	0	233,000
Community Development Fund	801,875	1,759,302	1,000,114	113,784	1,113,898
Special Projects Fund	3,828,549	7,202,323	7,414,061	128,024	7,542,085
Federal Grants Fund	15,922,455	16,085,479	14,979,969	596,580	15,576,549
Housing & Comm Dev Rehab Fund	2,538,467	2,447,180	2,448,500	0	2,448,500
Rent-To-Own Conversion Fund	0	0	0	1,300,000	1,300,000
Housing & Comm Dev Sec 8 Fund	30,938,510	32,977,746	35,229,715	179,940	35,409,655
Leasehold Conversion Fund	0	197,000	64,992	90,576	155,568
<b>Total</b>	<b>\$ 55,974,398</b>	<b>\$ 62,593,156</b>	<b>\$ 63,045,876</b>	<b>\$ 2,408,904</b>	<b>\$ 65,454,780</b>



## Administration

### Program Description

The Administrative Services Section program provides administrative, budgetary, and personnel services in support of all programs and operational activities of the department.

The 42-member Oahu Workforce Investment Board (OWIB) is appointed by the Mayor and represents the private, public, non-profit and union sectors of the community. The OWIB's mission is to create an effective, integrated workforce development system for Oahu, and the staff office supporting the OWIB is administratively attached to the DCS Administration. In FY05, OWIB will convene key stakeholders from all segments of the community to provide equal and easy access to appropriate workforce development services. In addition, OWIB will work in partnerships with other public and private entities to assure the delivery of the training needed to satisfy the workforce demands on Oahu.

The Office of Special Projects (OSP) in the Administration activity formulates policies and programs that are consistent with Federal, State, and County laws, and immediate and long-range goals. OSP serves as the department's liaison to the community in development of innovative human service, community revitalization and community based economic development initiatives to address the needs of socially and economically disadvantaged individuals, families, and communities in the City and County of Honolulu. OSP focuses on community-based methodologies developed through programs such as Weed and Seed and Community Reinvestment & Community Based Economic Development to empower residents and neighborhoods with the tools to identify underlying issues and design and implement their own solutions.

The Leasehold Conversion Program is administered by Office of Special Projects. The Leasehold Conversion Program ("LCP") is charged with the implementation of Chapter 38, Revised Ordinances of Honolulu 1990, the City's mandatory leasehold conversion ordinance ("Ch. 38 ROH"). Implementation of the ordinance allows qualified owner occupant lessees to purchase the leased fee interest in condominiums, cooperative and planned development projects through the City's power of eminent domain.

OSP also implements a continuum of Federal and State-funded programs for juvenile delinquents, offenders, drop-outs and other alienated &/or socially disenfranchised youth at its Youth Services Center. These Federal funded programs, such as the YouthBuild Honolulu, Juvenile Justice Center, Workforce Investment Act, Oahu Rural Development, Youth Offender and Title-V Juvenile Delinquency Prevention programs, focus on leadership development, occupational skills development, and other innovative supportive services programs to allow youth the opportunity to "break the cycle" of negative social development.

The Grants Unit of OSP assists other City agencies and community based organizations in identifying and applying for public and private grant funds to increase the City's capacity to enhance and/or expand upon existing programs and services for our disadvantaged populations and communities.

### Program Highlights

In FY2005, the Office of Special Projects will continue its success in receiving Federal funds to continue the enhancement of city operations in the area of youth development. The amount of resources listed below reflects a significant return on the city's investment in grants research and development:

- \$592,012 from the State's Office of Youth Services for support of activities from 10/1/03 to 9/30/04 that meet the requirements of the Juvenile Accountability Incentive Block Grant.
- \$350,000 from Workforce Investment funds to set up a One-Stop Youth Center, out of which OSP will operate its four youth programs: Youthbuild Honolulu; Juvenile Justice Center; the Youth Offender Project; and the Oahu Rural Development Training Program. All four programs help youth achieve their educational and employment goals through training services and other activities that increase their existing skills, minimize personal barriers and recognize their achievements.
- \$236,064 from HUD for Youthbuild Honolulu, a diploma studies and job training program for at-risk youth, ages 16-24.
- \$433,028 from U. S. Department of Labor for the Rural Development Grant.
- \$185,250 (Workforce Investment Act) for instructional, counseling, and other operational aspects of the Youth Offender Project.

The budget of \$5,695,374 provides for the current level of services and the conversion of 16 contract positions to temporary positions.

## Department of Community Services

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
CDBG Projects Implemented:	#	14	18	18
Number of Youth Served:				
Juvenile Justice Center	#	424	800	1,000
Youth Build	#	18	30	40
Youth Offender	#	0	200	200
Rural Development	#	13	75	150
WIA	#	0	100	600
Number of Leasehold Projects Under Consideration:	#	24	18	20

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	20.00	25.00	17.00	0.00	17.00
Temporary FTE	1.00	0.00	0.00	16.00	16.00
Contract FTE	16.00	29.00	10.00	0.00	10.00
<b>Total</b>	<b>37.00</b>	<b>54.00</b>	<b>27.00</b>	<b>16.00</b>	<b>43.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,457,811	\$ 2,352,676	\$ 1,144,325	\$ 591,012	\$ 1,735,337
Current Expenses	4,239,149	5,793,082	3,789,805	170,232	3,960,037
Equipment	17,540	13,100	0	0	0
<b>Total</b>	<b>\$ 5,714,500</b>	<b>\$ 8,158,858</b>	<b>\$ 4,934,130</b>	<b>\$ 761,244</b>	<b>\$ 5,695,374</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 881,206	\$ 886,343	\$ 880,535	\$ 0	\$ 880,535
Community Development Fund	317,638	1,098,360	390,333	113,784	504,117
Federal Grants Fund	4,464,865	5,932,263	3,554,886	556,884	4,111,770
Housing & Comm Dev Sec 8 Fund	50,791	44,892	43,384	0	43,384
Leasehold Conversion Fund	0	197,000	64,992	90,576	155,568
<b>Total</b>	<b>\$ 5,714,500</b>	<b>\$ 8,158,858</b>	<b>\$ 4,934,130</b>	<b>\$ 761,244</b>	<b>\$ 5,695,374</b>

## Elderly Services

## Program Description

This program plans, advocates for, and develops programs to meet the needs of the growing population of non-institutionalized elders and their family caregivers; serves as the public outreach and information and referral point for aging network services; and partners with public and private organizations to carry out projects to increase/ improve delivery of services and maximize client outcomes.

Federal and State Program on Aging funds are used primarily to contract with organizations to provide a wide range of services that help elders remain at home where they prefer, that enhance quality of life, and permit aging with dignity. Services include group dining and home-delivered meals, nutrition counseling/education, transportation and assisted transportation, escort, case management, personal care, attendant care, adult day care, chore and homemaker services, friendly visiting, telephone reassurance, housing assistance, legal assistance, advocacy, counseling, caregiver respite and supplemental services, caregiver support groups, adult and caregiver education training, recreation, and health maintenance.

For fiscal year 2005, the division will be moving closer towards the development of a one-stop shop to make it easier for clients to access services. One supervisor and five half-time intake aides will be hired utilizing state funds to determine eligibility and register those who qualify for the Kupuna Care Program, a state-sponsored program to meet the needs of older adults who cannot live at home without help from family or formal services. Another position being requested utilizing federal funds will develop an expanded data base of resources available to help caregivers of frail elders locate services. The division will also increase the number of contracted projects serving caregivers and elders at risk of abuse, develop a community health initiative in partnership with the State Executive Office on Aging and Department of Health, and plan a 3<sup>rd</sup> annual Caregivers Conference and the Mayor's 39<sup>th</sup> Annual Senior Recognition Program.

## Program Highlights

Federal and State funds comprise approximately 96 percent of the Elderly Services Program budget. Budget issues provide State funding for one supervisor and five half-time aides to do client intake, and Federal funding for one position to develop an expanded database of aging network services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Seniors Surveyed	#	11,635	9,056	9,513
Referrals Made	#	11,862	19,520	17,986
Telephone Inquiries	#	4,110	5,278	4,840
Information Contacts	#	27,457	23,463	25,050
Training Sessions Conducted	#	19	26	24
New Types of Resources Identified	#	24	21	18
Additions to Handbook for Elderly	#	12	30	30
Publications Produced	#	22	13	15
Contracts Completed	#	26	28	28
Completion of Grants Management	#	100%	100%	100%
Public Awareness Activities	#	11	5	5
On Site Assessments	#	1	1	1
Seniors Recognized	#	87	100	90
Community Forums and Meetings	#	7	3	3

## Department of Community Services

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	11.00	11.00	11.00	0.00	11.00
Temporary FTE	8.50	11.50	11.50	4.50	16.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>19.50</b>	<b>22.50</b>	<b>22.50</b>	<b>4.50</b>	<b>27.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 550,686	\$ 682,498	\$ 678,006	\$ 105,972	\$ 783,978
Current Expenses	5,552,006	6,965,027	7,047,447	58,748	7,106,195
Equipment	31,920	8,000	8,000	3,000	11,000
<b>Total</b>	<b>\$ 6,134,612</b>	<b>\$ 7,655,525</b>	<b>\$ 7,733,453</b>	<b>\$ 167,720</b>	<b>\$ 7,901,173</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 315,072	\$ 311,843	\$ 311,051	\$ 0	\$ 311,051
Special Projects Fund	2,989,090	3,536,233	3,607,933	128,024	3,735,957
Federal Grants Fund	2,830,450	3,807,449	3,814,469	39,696	3,854,165
<b>Total</b>	<b>\$ 6,134,612</b>	<b>\$ 7,655,525</b>	<b>\$ 7,733,453</b>	<b>\$ 167,720</b>	<b>\$ 7,901,173</b>

## Job Development

## Program Description

This program administers various workforce development programs which empower individuals to meet the current and future needs of existing and potential employers and businesses on Oahu. It designs and operates programs funded under the Workforce Investment Act (WIA) as well as programs under First To Work, Family Self-Sufficiency, and other related workforce investment efforts. Work Hawaii is the lead agency for the One-Stop Consortium which is designated by the Oahu Workforce Investment Board as the One-Stop Operator under WIA. The Consortium manages and provides services at seven full-service employment centers located island wide. It coordinates service delivery by mandatory and other One-Stop partners. Through coordinated public/private partnerships, Work Hawaii provides labor market information, qualified and trained job applicants, training resources, and incentives to employers to encourage business growth and creation of jobs. It implements programs that develop and invest in human capital and strengthen the social and economic infrastructure of the community through collaboration with education and welfare reform, economic development and community social service networks. The system of community-based one-stop centers will be the principal points of service delivery for WorkHawaii's programs. Efforts will continue to encourage more employment-related agencies to offer at least a portion of their services at the centers, moving closer to the ultimate goal of truly becoming a "one-stop" system.

## Program Highlights

The budget of \$5,563,063 for the Job Development Program consists entirely of Federal and State funds. The decrease in position count reflects the decreased funding level for WIA and the FY04 sunseting of the Welfare to Work program.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Participants served by:				
Workforce Investment Act Adult Trainees (DLIR)	Individual	1,452	1,200	1,200
Workforce Investment Act Dislocated Workers DLIR)	Individual	1,865	1,000	1,000
O'ahu WorkLinks one-stop center users	Individual	18,373	18,000	18,000
Ho'ala First-to-Work Program (DHS)	Individual	1,591	1,600	1,700
Ho'ala Case Management (DHS)	Individual	235	240	250
Ho'ala Empl & Training (DHS)	Individual	206	250	300
Family Self Sufficiency (HCDCH)	Family	226	322	322

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	37.00	35.00	35.00	0.00	35.00
Temporary FTE	16.00	20.00	20.00	0.00	20.00
Contract FTE	45.00	20.00	11.00	0.00	11.00
<b>Total</b>	<b>98.00</b>	<b>75.00</b>	<b>66.00</b>	<b>0.00</b>	<b>66.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,574,930	\$ 2,952,956	\$ 2,429,256	\$ 0	\$ 2,429,256
Current Expenses	3,747,742	3,957,401	3,111,957	0	3,111,957
Equipment	0	29,500	21,850	0	21,850
<b>Total</b>	<b>\$ 6,322,672</b>	<b>\$ 6,939,857</b>	<b>\$ 5,563,063</b>	<b>\$ 0</b>	<b>\$ 5,563,063</b>

Department of Community Services

SOURCE OF FUNDS						
		FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Special Projects Fund	\$	839,459	\$ 1,094,090	\$ 1,205,844	\$ 0	\$ 1,205,844
Federal Grants Fund		5,483,213	5,845,767	4,357,219	0	4,357,219
Total	\$	6,322,672	\$ 6,939,857	\$ 5,563,063	\$ 0	\$ 5,563,063

Community Services

## Community Assistance

### Program Description

The Community Assistance Division implements programs that 1) provide rental assistance to lower income families; 2) preserve decent, safe and sanitary housing for low, moderate and gap-group income households; and 3) assist lower and gap-group income families to achieve homeownership.

The Federal Section 8 Rental Assistance Program provides rent subsidies to very low-income eligible families. Services include application intake, eligibility determination, unit inspection, tenant and landlord orientation, rent comparable determination, and the execution of housing assistance payment contracts. The program also provides for 1) the development and implementation of the Family Self-Sufficiency program to promote and encourage economic independence for its program participants; 2) the implementation of the Mainstream Program for Persons with Disabilities to assist low income individuals with mental disabilities; and 3) the implementation of the Project Based Assisted Housing Conversion and Opt-Out programs which assist potential displacees of former privately owned low income housing projects. In addition, the Section 8 Homeownership program will continue in fiscal year 2005 to provide Section 8 families with the opportunity to apply their rental subsidy toward mortgage payments for homeownership.

The City Housing Rental Assistance Program provides limited rent subsidies on behalf of eligible lower income families at City-assisted housing projects. Recipients of assistance from the Federal Section 8 program or the State Rent Supplement Program are not eligible. Service provided is similar to the Section 8 program and, to the extent feasible, the property management company retained to manage the housing project is utilized to provide the service.

Rehabilitation and Loan Programs provide 1) low interest rehabilitation loans and grants to income-qualified homeowners to repair and rehabilitate their homes; 2) low interest down payment loans and deferred sales price purchasing opportunities in Ewa Villages; 3) low interest loans to qualified adult residential care home operators to upgrade their homes to meet certain State of Hawaii and Federal standards; 4) low interest rehabilitation loans to landlords renting the majority of the rental units to lower income tenants; 5) low interest loans to owners to rehabilitate property located in the Chinatown area designated for removal of slum and blight; 6) low interest loans to lower income homeowners for the installation of solar water heating systems; and 7) emergency disaster assistance to homeowners adversely affected by a declared disaster. In addition, rehabilitation and loan services will be provided to eligible homesteaders as part of the Department of Hawaiian Home Lands' (DHHL) Native American Housing Assistance Self Determination Act (NAHASDA) Home Repair loan program. Finally, loan services and financing assistance will be provided in participation with the implementation of the Section 8 Homeownership program. Services provided will include on-site housing rehabilitation inspection, loan services from application through collection, outreach, technical assistance, and dispute resolution assistance on behalf of owners, residents, and contractors.

The new Rent-to-Own Conversion Program will provide interest-free loans from the new Rent-to-Own Conversion Fund to assist low/moderate income individuals and families who are currently renting units in certain City housing projects and who wish to purchase their units. The interest-free loan will supplement a conventional mortgage loan to purchase the unit, and the payments for these two loans will not exceed the current rate plus applicable inflation increases.

### Program Highlights

In fiscal year 2005:

1. Federal funding provides \$ 36.5 million of the Community Assistance Division's operating budget, while \$233,000 comes from the Rental Assistance Fund, \$2.6 million from the State (Department of Hawaiian Home Lands), \$2.4 million from the Rehabilitation Loan Fund, and \$1.3 million from the Rent-to-Own Conversion Fund. Only \$ 351,600 is provided by the City's General Fund.
2. Funding for rental subsidies (\$ 32.2 million), down payment loans (\$1.1 million), rehabilitation loans (\$ 4.9 million), and supplemental mortgage loans (\$1.3 million) are included in the division's budget.
3. The budget provides for 4.0 new positions to meet the operational needs of the Section 8 Program at Kapolei.
4. The budget provides for \$1.3 million in the new Rent-to-Own Conversion Fund for interest-free loans to implement the new Rent-to-Own Conversion Program.
5. Funding is included for the implementation of the Family Self-Sufficiency (FSS) program.

## Department of Community Services

6. Funding is included for the expansion of the marketing program to promote greater public awareness of the Rehabilitation Loan and Down Payment Loan programs.
7. Funding is included for the implementation of the Section 8 Homeownership Program.
8. Funding is included for the implementation of the DHHL Home Repair Loan Program.
9. Funding is included for the American Dream Downpayment Initiative.

### Output Measures

DESCRIPTION:	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Rental Assistance:				
Housing Choice Vouchers	#	4,330	4,340	4,390
Moderate Rehabilitation	#	39	39	39
New Applications	#	4,230	4,000	4,000
Average Number On Waitlist	#	8,164	9,000	9,000
Applications Processed	#	2,786	2,000	1,500
New Vouchers Issued	#	1,387	900	900
Inspections	#	9,223	8,500	8,500
Reexaminations/Placements	#	5,383	5,000	5,000
Interim Adjustments	#	1,479	1,400	1,400
Cancellations: Vouchers	#	423	200	300
Cancellations: Applications	#	1,440	1,100	1,200
Contracts	#	439	500	500
Family Self-Sufficiency Families	#	309	350	350
Homeownership Applications Received	#		200	200
Homeownership Vouchers Issued	#		10	40
New Homeowners	#		2	10
Loans:				
Rehabilitation Applications Distributed	#	589	600	625
Applications Received	#	180	200	220
Rehabilitation Loans Closed	#	59	90	120
Dollar Volume Closed	\$	1,800,000	2,500,000	3,200,000
Site Inspections Conducted	#	1040	1070	2000
Rehabilitation Work Started	#	30	70	90
Rehabilitation Work Completed	#	29	80	95
Down Payment Loans Closed	#	9	7	8
Dollar Volume Closed	\$	307,400	200,000	270,000

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	64.00	66.00	66.00	4.00	70.00
Temporary FTE	0.00	1.50	3.00	0.00	3.00
Contract FTE	20.00	10.00	2.00	0.00	2.00
<b>Total</b>	<b>84.00</b>	<b>77.50</b>	<b>71.00</b>	<b>4.00</b>	<b>75.00</b>



**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,604,822	\$ 2,688,364	\$ 2,423,592	\$ 134,256	\$ 2,557,848
Current Expenses	31,757,454	36,461,943	39,479,528	1,345,684	40,825,212
Equipment	33,725	0	86,875	0	86,875
<b>Total</b>	<b>\$ 34,396,001</b>	<b>\$ 39,150,307</b>	<b>\$ 41,989,995</b>	<b>\$ 1,479,940</b>	<b>\$ 43,469,935</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 466,088	\$ 365,273	\$ 351,600	\$ 0	\$ 351,600
Rental Assistance Fund	180,737	233,000	233,000	0	233,000
Community Development Fund	15,590	100,000	50,000	0	50,000
Special Projects Fund	0	2,572,000	2,600,284	0	2,600,284
Federal Grants Fund	307,400	500,000	1,120,280	0	1,120,280
Housing & Comm Dev Rehab Fund	2,538,467	2,447,180	2,448,500	0	2,448,500
Rent-To-Own Conversion Fund	0	0	0	1,300,000	1,300,000
Housing & Comm Dev Sec 8 Fund	30,887,719	32,932,854	35,186,331	179,940	35,366,271
<b>Total</b>	<b>\$ 34,396,001</b>	<b>\$ 39,150,307</b>	<b>\$ 41,989,995</b>	<b>\$ 1,479,940</b>	<b>\$ 43,469,935</b>

Community Based Development

Program Description

This division addresses the shelter needs of the City's population who have special needs. This is done through grants and loans to nonprofit agencies that, in turn, provide services and shelter to special needs population, including the homeless, abused spouses, elderly and disabled, troubled youth, and persons with HIV/AIDS. Other functions of this division include administration of the City's Fair Housing program, administration of housing and community development projects, and continuing coordination of tenant outreach and sales of housing inventory pertaining to the City's Ewa Village project.

The division hopes to complete the sale of Ewa Villages property in Area A, Varona Village and the surrounding area to selected developers. In the area of Fair Housing, the Division will continue its efforts to promote public awareness of Federal and State fair housing laws.

Program Highlights

The division continues to work in partnership with U. S. Department of Housing & Urban Development. The division coordinates Emergency Shelter Grant fund awards to 12 nonprofit agencies who provide shelter and services to the homeless and awards Housing Opportunities for Persons with Aids (HOPWA) funds to agencies who serve this group. The division continues its efforts to improve service provider and public participation in the Continuum of Care homeless grant application process.

Division staff will continue its ongoing effort to assist former plantation tenants in Ewa Village to secure permanent housing. Division staff successfully completed the sale of two parcels to St. Francis HealthCare System of Hawaii and Hui Kauhale, Inc.

Division staff also produces educational materials and sponsors public education workshops. A new focus will be educating Hawaii's schoolchildren.

The budget for fiscal year 2005 reflects an increase over the current fiscal year primarily due to Federal housing program funds not reflected in the current year appropriation.

Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Clients Served with Emergency Shelter Grant Program	#	2,000	2,000	2,000
CDBG/HOME Housing & Community Development Projects	#	20	20	20
Fair Housing Inquiries	#	250	250	250
Public Fair Housing Workshops	Persons	300	300	300
Sale of Ewa Villages Unrenovated Homes	#	12	0	10
Ewa Villages Bulk Lot Sale or Other Disposition	Lots	2	1	0
Rent Subsidies Shelter and Care HOPWA	Families	204	279	304

PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	7.00	7.00	7.00	0.00	7.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	1.00	0.00	1.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 435,328	\$ 500,804	\$ 525,806	\$ 0	\$ 525,806
Current Expenses	2,971,285	187,805	2,299,429	0	2,299,429
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 3,406,613</b>	<b>\$ 688,609</b>	<b>\$ 2,825,235</b>	<b>\$ 0</b>	<b>\$ 2,825,235</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 101,439	\$ 127,667	\$ 132,339	\$ 0	\$ 132,339
Community Development Fund	468,647	560,942	559,781	0	559,781
Federal Grants Fund	2,836,527	0	2,133,115	0	2,133,115
<b>Total</b>	<b>\$ 3,406,613</b>	<b>\$ 688,609</b>	<b>\$ 2,825,235</b>	<b>\$ 0</b>	<b>\$ 2,825,235</b>

---

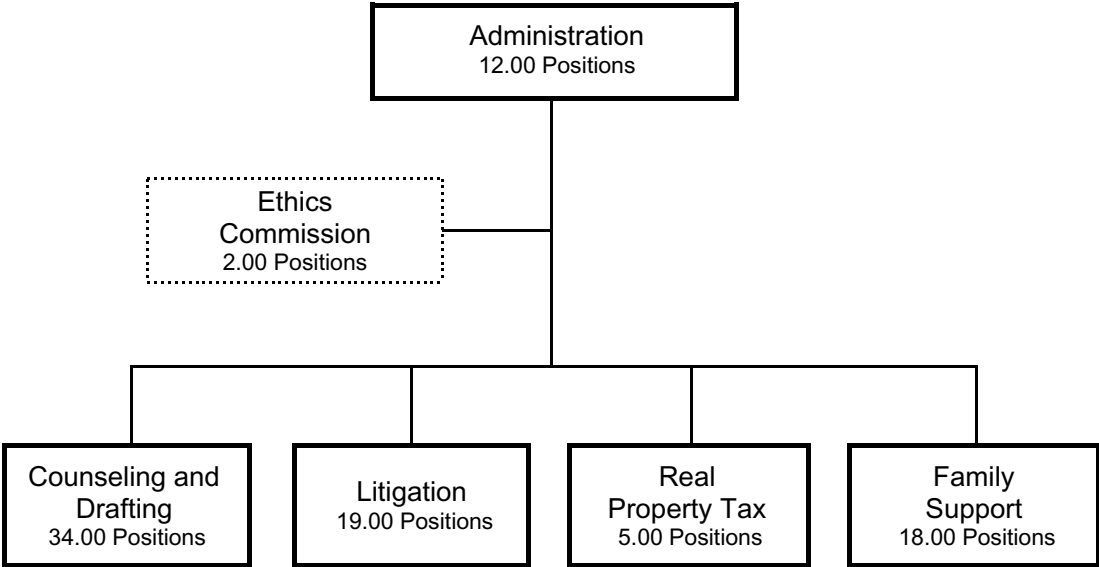
***This Page Intentionally Left Blank***

---

# Department of the Corporation Counsel

DEPARTMENT OF THE CORPORATION COUNSEL  
(COR)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of the Corporation Counsel

### Responsibilities

The Corporation Counsel serves as the chief legal advisor and legal representative of all agencies, the City Council, and all officers and employees in matters relating to their official powers and duties. The Department represents the City in all legal proceedings and performs all other legal services.

### Mission Statement

To provide quality and efficient legal services and representation to the agencies, administration and City Council of the City and County of Honolulu as mandated by Charter or law.

### Goals and Objectives

1. Work proactively with departments to reduce claims that arise from day-to-day operations.
2. Maximize the intake of real property tax revenues by vigorous defense of assessments and expeditious resolution of tax appeals.
3. Increase overall quality of legal services performed and efficiency of the legal staff.
4. Conduct preventative lawyering.

### Budget Initiatives and Highlights

The department's proposed budget for fiscal year 2005 is \$7,951,248, which is the same amount as the current fiscal year, and will enable the department to:

- Support City departments in their effort to consolidate collection procedures.
- Emphasize professional development and training for the Deputy Corporation positions.
- Coordinate with the Risk Manager to obtain insurance coverage information and evaluate coverage disputes.
- Implement a new caselogging, timekeeping and case management system to track, sort, and monitor cases, and work conducted thereon, as well as track deadlines, progress and valuation of each case or matter.
- Continue development and expansion of a form bank of standardized forms and procedural guidelines for use by all deputies and staff to streamline handling of matters and cases.
- Continue to assist other City departments with standardizing contract forms and review procedures to help streamline the procurement process.
- Continue to monitor developments and participate in matters at the Commission on Water Resource Management (and in the courts, as necessary) to ensure that water management decisions are consistent with the City's plans and development initiatives, and the public trust doctrine.
- Assist City departments with the development of policies and procedures regarding construction change orders and other construction-related issues, including those related to wastewater/sewer projects.
- Continue to monitor the legal requirements relating to the City's plans to improve accessibility of the City to individuals with disabilities.
- Enforce the liquor laws and prosecute violations in a more timely and consistent manner, thereby reducing the number of successful appeals by licensees.

## Department of the Corporation Counsel

### Fiscal Sustainability

#### Target Year

#### Goal 1: Cost Containment

- Initiative 1: Increase Payment for Legal Services from BWS.  
 (a) Draft/process Council Resolution authorizing increase of BWS' monthly fee for legal services performed by COR. FY 2004
- Initiative 2: General payment for legal services from other funding sources such as the Liquor Commission Fund and through the City permitting processes FY 2005
- Initiative 3: Retain Audit Companies to Review Outside Attorney Billings.  
 (a) Employ auditors (such as those used by insurance agencies) to review outside attorneys' fees. Such audits have reportedly resulted in the reduction of legal bills significantly in the insurance industry. FY 2005

#### Goal 2: Develop Reliable Sources of Revenue

- Initiative 1: Pursue Federal Funding and Grants.  
 (a) Work independently and/or with other department (e.g. DCS) to explore the availability of grants/funding applicable to legal work performed by COR. FY 2005

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	87.50	87.50	87.50	0.00	87.50
Temporary FTE	2.50	2.50	2.50	0.00	2.50
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>90.00</b>	<b>90.00</b>	<b>90.00</b>	<b>0.00</b>	<b>90.00</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Legal Services	\$ 6,847,076	\$ 7,003,266	\$ 6,910,936	\$ 0	\$ 6,910,936
Family Support	759,753	789,198	881,528	0	881,528
Ethics Commission	147,909	158,784	158,784	0	158,784
<b>Total</b>	<b>\$ 7,754,738</b>	<b>\$ 7,951,248</b>	<b>\$ 7,951,248</b>	<b>\$ 0</b>	<b>\$ 7,951,248</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,971,837	\$ 4,376,257	\$ 4,652,303	\$ 0	\$ 4,652,303
Current Expenses	3,782,901	3,574,991	3,298,945	0	3,298,945
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 7,754,738</b>	<b>\$ 7,951,248</b>	<b>\$ 7,951,248</b>	<b>\$ 0</b>	<b>\$ 7,951,248</b>



SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 7,298,396	\$ 7,425,485	\$ 7,457,424	\$ 0	\$ 7,457,424
Sewer Fund	400,748	395,168	413,228	0	413,228
Liquor Commission Fund	55,594	130,595	80,596	0	80,596
<b>Total</b>	<b>\$ 7,754,738</b>	<b>\$ 7,951,248</b>	<b>\$ 7,951,248</b>	<b>\$ 0</b>	<b>\$ 7,951,248</b>

## Department of the Corporation Counsel

### Legal Services

#### Program Description

This activity includes counseling and drafting, litigation and real property tax support.

#### COUNSELING AND DRAFTING

The Counseling and Drafting Division provides drafting services which include: ordinances and resolutions, state legislation, and legal documents as well as the rendering of oral and written legal opinions to the Mayor, City Counsel and all City departments. Counseling and Drafting deputies attend all City Council and committee meetings, City Department meetings, and the meetings of City Boards and Commissions and represent the City before all courts and tribunals of the state in matters not related to personal injury and property damage.

#### LITIGATION

The Litigation Division represents the City and County of Honolulu before all of the Courts in the State of Hawaii; processes and litigates personal injury and property damage claims by or against the City; and seeks collections for monies owed to the City for various services rendered by the City.

#### REAL PROPERTY TAX

The Real Property Tax Division was created in 1995 to maximize intake of real property assessment revenues to the City and County of Honolulu expeditiously; to assume management of cases; and to vigorously defend the City against real property tax appeals brought before the Tax Appeal Court. This division also provides legal advice and support to the Real Property Assessment Division, Department of Budget and Fiscal Services.

#### Program Highlights

The Legal Services Program budget is \$6,910,936, which reflects a decrease of 1.3 percent from the current year, primarily due to a decrease in consultant services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Counseling and Drafting				
Cases and Opinions (Total Workload)	#	10,841	11,450	11,900
Litigation Cases (Total Cases)	#	4,251	4,750	5,200
Real Property Tax Appeals and Matters (Total Cases)	#	1,227	1,550	1,800

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	70.00	70.00	70.00	0.00	70.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>70.00</b>	<b>70.00</b>	<b>70.00</b>	<b>0.00</b>	<b>70.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,305,162	\$ 3,666,241	\$ 3,857,849	\$ 0	\$ 3,857,849
Current Expenses	3,541,914	3,337,025	3,053,087	0	3,053,087
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 6,847,076</b>	<b>\$ 7,003,266</b>	<b>\$ 6,910,936</b>	<b>\$ 0</b>	<b>\$ 6,910,936</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 6,390,734	\$ 6,477,503	\$ 6,417,112	\$ 0	\$ 6,417,112
Sewer Fund	400,748	395,168	413,228	0	413,228
Liquor Commission Fund	55,594	130,595	80,596	0	80,596
<b>Total</b>	<b>\$ 6,847,076</b>	<b>\$ 7,003,266</b>	<b>\$ 6,910,936</b>	<b>\$ 0</b>	<b>\$ 6,910,936</b>

## Family Support

## Program Description

The Family Support Division provides legal representation for the Child Support Enforcement Agency of the State of Hawaii in several types of Family court proceedings in the City and County of Honolulu. The Division establishes paternity, secures child support, medical support and provides enforcement in complex Family Court cases. The Division also handles intra-county and interstate paternity actions. The Division provides these services pursuant to a cooperative agreement between the Corporation Counsel, City and County of Honolulu, and the Child Support Enforcement Agency, State of Hawaii, and in compliance with Title IV-D of the Social Security Act.

## Program Highlights

The Family Support Program budget of \$881,528 reflects an increase of 11.7 percent over the current fiscal year, primarily due to increased funding for vacant positions. This program is 100% reimbursed by the State Child Support Enforcement Agency.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Paternity Cases	#	3,358	3,500	3,550

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	15.50	15.50	15.50	0.00	15.50
Temporary FTE	2.50	2.50	2.50	0.00	2.50
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>18.00</b>	<b>18.00</b>	<b>18.00</b>	<b>0.00</b>	<b>18.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 577,343	\$ 603,138	\$ 688,818	\$ 0	\$ 688,818
Current Expenses	182,410	186,060	192,710	0	192,710
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 759,753</b>	<b>\$ 789,198</b>	<b>\$ 881,528</b>	<b>\$ 0</b>	<b>\$ 881,528</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 759,753	\$ 789,198	\$ 881,528	\$ 0	\$ 881,528
<b>Total</b>	<b>\$ 759,753</b>	<b>\$ 789,198</b>	<b>\$ 881,528</b>	<b>\$ 0</b>	<b>\$ 881,528</b>

## Ethics Commission

## Program Description

This activity renders advisory opinions regarding standards of conduct and ethical behavior; reviews and maintains financial disclosure forms and other disclosure forms; and develops and implements educational programs and guidelines about the standards of conduct and disclosure forms.

## Program Highlights

The Ethics Commission budget of \$158,784 provides for the current level of services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Requests for advice and complaints, financial disclosure statements received, other disclosure statements received, employee orientation training, and mandatory managers ethics training	#	2,733	1,545	1,700

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	2.00	2.00	2.00	0.00	2.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>2.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 89,332	\$ 106,878	\$ 105,636	\$ 0	\$ 105,636
Current Expenses	58,577	51,906	53,148	0	53,148
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 147,909</b>	<b>\$ 158,784</b>	<b>\$ 158,784</b>	<b>\$ 0</b>	<b>\$ 158,784</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 147,909	\$ 158,784	\$ 158,784	\$ 0	\$ 158,784
<b>Total</b>	<b>\$ 147,909</b>	<b>\$ 158,784</b>	<b>\$ 158,784</b>	<b>\$ 0</b>	<b>\$ 158,784</b>

---

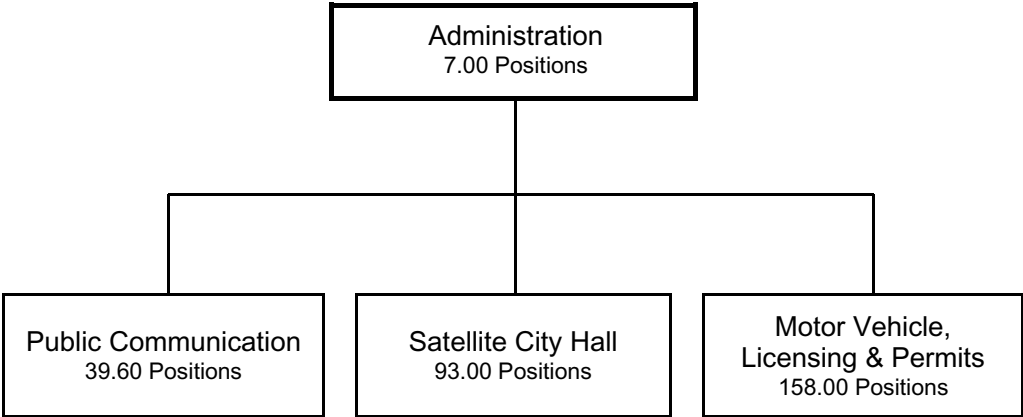
***This Page Intentionally Left Blank***

---

# Department of Customer Services

DEPARTMENT OF CUSTOMER SERVICES  
(CSD)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.





## Department of Customer Services

### Responsibilities

The Department of Customer Services is responsible for managing the City's public communications, maintaining the City's motor vehicle registration, licensing and permit systems, and operating service delivery centers island-wide.

### Mission Statement

Efficient, courteous service - whether in person, on the phone or one the web, CSD is the Citizen's link with government.

### Goals and Objectives

To continuously improve the quality of service provided:

1. Increase the variety of transactions offered at the various CSD service centers around Oahu.
2. Consolidate and improve the service centers to facilitate one-stop service.
3. Automate processes to increase efficiency.
4. Cross train staff to improve processing capability.

### Budget Initiatives and Highlights

The department's proposed budget is \$18,377,883, which reflects an increase of 1.1 percent over the current fiscal year. The increase is primarily due to additional costs associated with the towing of derelict vehicles. These tow costs are funded by the Highway Beautification fee in the Highway Beautification Fund.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Vehicle Registration Processing (Mail-in)	Days	4	3	3
Vehicle Registration Processing (SCH)	Minutes	9	8	8
Driver License Issuance Time	Minutes	20	35	40

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	292.00	292.00	292.00	0.00	292.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	5.60	5.60	5.50	0.00	5.50
<b>Total</b>	<b>297.60</b>	<b>297.60</b>	<b>297.50</b>	<b>0.00</b>	<b>297.50</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 2,417,886	\$ 2,408,334	\$ 440,643	\$ 0	\$ 440,643
Public Communication	2,160,963	1,920,562	1,969,942	0	1,969,942
Satellite City Hall	3,268,594	3,057,761	3,043,847	0	3,043,847
Motor Vehicle, Licensing and Permits	9,683,267	10,793,631	12,923,451	0	12,923,451
<b>Total</b>	<b>\$ 17,530,710</b>	<b>\$ 18,180,288</b>	<b>\$ 18,377,883</b>	<b>\$ 0</b>	<b>\$ 18,377,883</b>

## Department of Customer Services

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 9,699,095	\$ 9,524,388	\$ 9,715,017	\$ 0	\$ 9,715,017
Current Expenses	7,798,135	8,647,900	8,662,866	0	8,662,866
Equipment	33,480	8,000	0	0	0
<b>Total</b>	<b>\$ 17,530,710</b>	<b>\$ 18,180,288</b>	<b>\$ 18,377,883</b>	<b>\$ 0</b>	<b>\$ 18,377,883</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 15,249,781	\$ 15,362,579	\$ 15,369,107	\$ 0	\$ 15,369,107
Highway Beautification Fund	2,237,896	2,723,364	2,907,720	0	2,907,720
Sewer Fund	0	51,312	45,612	0	45,612
Special Projects Fund	43,033	43,033	55,444	0	55,444
<b>Total</b>	<b>\$ 17,530,710</b>	<b>\$ 18,180,288</b>	<b>\$ 18,377,883</b>	<b>\$ 0</b>	<b>\$ 18,377,883</b>

Customer Services

## Administration

## Program Description

The Director and the Department Administration provide policy guidance, direction, and administrative support to the City's public communications programs and its service delivery centers. These include the Public Communications, Satellite City Halls and Motor Vehicle Licensing and Permits Divisions.

## Program Highlights

The Administration Program's proposed budget is \$440,643 which reflects a decrease of 81.7 percent from the current fiscal year due to the transfer of the Animal Care and Control Program (\$1,636,775) and the Spay and Neuter Program (\$405,990) to the Motor Vehicles, Licensing and Permits Program and the transfer of the Honolulu City Lights Program (\$35,000) from the Public Communication Division to the Administration Program for better oversight by the Director.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	7.00	7.00	7.00	0.00	7.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 357,960	\$ 353,368	\$ 353,368	\$ 0	\$ 353,368
Current Expenses	2,057,883	2,054,966	87,275	0	87,275
Equipment	2,043	0	0	0	0
<b>Total</b>	<b>\$ 2,417,886</b>	<b>\$ 2,408,334</b>	<b>\$ 440,643</b>	<b>\$ 0</b>	<b>\$ 440,643</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,417,886	\$ 2,408,334	\$ 440,643	\$ 0	\$ 440,643
<b>Total</b>	<b>\$ 2,417,886</b>	<b>\$ 2,408,334</b>	<b>\$ 440,643</b>	<b>\$ 0</b>	<b>\$ 440,643</b>

## Department of Customer Services

### Public Communication

#### Program Description

This program supports the City's public communication efforts. The Administration Section is also responsible for coordinating and issuing permits for events on the Civic Center grounds that do not have an admission charge. The Public Communications staff provides written information in the form of press releases and letters, responds to telephone and email inquiries, posts information on the City's website and produces material for broadcast. They also provide in-house graphic design, and audiovisual services to the Executive branch. Additionally photographic services are provided to both the Executive and Legislative branches. The Complaint staff receives, logs, follows up on and responds to complaints. Others staff the Municipal Library and bookstore, maintain the City archives and operate the print shop.

#### Program Highlights

The Public Communication Program will continue its goal of providing accurate and timely public information, conduct timely follow-ups on complaints, maintain the City's website and production of material for broadcast and provide in-house graphic design, audiovisual services, and photographic services to City agencies, when applicable.

The proposed budget is \$1,969,942 which reflects an increase of 2.6 percent over the current fiscal year and provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Information Calls Received	#	62,400	67,000	63,000
Written Assignments	#	1,150	1,600	1,600
Photographs Distributed	#	14,000	15,000	14,000
Video Programming hours	#	165	120	120
Complaint Actions Processed	#	17,509	28,150	18,000
Books/Magazines Loaned	#	2,208	2,000	2,000
Images of City Records Microfilmed	#	175,863	180,555	180,000
Bookstore Publications Sold	#	3,824	4,000	5,000
Graphic Projects	#	506	550	600
Printing Projects	#	1,200	1,300	1,400
Bindery Projects	#	500	550	600
Printing Impressions	#	15 Mil	15.5 Mil	16 Mil

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	36.00	36.00	36.00	0.00	36.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	3.60	3.60	3.50	0.00	3.50
<b>Total</b>	<b>39.60</b>	<b>39.60</b>	<b>39.50</b>	<b>0.00</b>	<b>39.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,715,047	\$ 1,485,886	\$ 1,591,707	\$ 0	\$ 1,591,707
Current Expenses	418,241	434,676	378,235	0	378,235
Equipment	27,675	0	0	0	0
<b>Total</b>	<b>\$ 2,160,963</b>	<b>\$ 1,920,562</b>	<b>\$ 1,969,942</b>	<b>\$ 0</b>	<b>\$ 1,969,942</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,117,930	\$ 1,826,217	\$ 1,868,886	\$ 0	\$ 1,868,886
Sewer Fund	0	51,312	45,612	0	45,612
Special Projects Fund	43,033	43,033	55,444	0	55,444
<b>Total</b>	<b>\$ 2,160,963</b>	<b>\$ 1,920,562</b>	<b>\$ 1,969,942</b>	<b>\$ 0</b>	<b>\$ 1,969,942</b>

## Department of Customer Services

### Satellite City Hall

#### Program Description

This program operates Satellite City Halls island-wide: Ala Moana, Fort Street Mall, Hawaii Kai, Kailua, Kalihi-Kapalama, Kapolei, Pearlridge, Wahiawa, Waianae, and Windward Mall.

Satellite City Halls offer community members the convenience to transact City business without having to leave their neighborhood. Among the many services offered are motor vehicle registration, camping and disabled parking permits, water bill and real property tax payments, purchase of monthly bus passes, and dog, moped and bicycle licenses along with obtaining information about various government programs.

#### Program Highlights

The proposed budget for the Satellite City Hall Program is \$3,043,847 which reflects a decrease of 0.5 percent from the current fiscal year.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Walk-in Customers Served	#	964,892	945,000	945,000
Transactions Handled	#	829,247	810,000	810,000
Money Collected	\$	77,834,185	77,250,000	77,250,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	92.00	92.00	92.00	0.00	92.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>93.00</b>	<b>93.00</b>	<b>93.00</b>	<b>0.00</b>	<b>93.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,629,150	\$ 2,450,178	\$ 2,446,034	\$ 0	\$ 2,446,034
Current Expenses	635,682	599,583	597,813	0	597,813
Equipment	3,762	8,000	0	0	0
<b>Total</b>	<b>\$ 3,268,594</b>	<b>\$ 3,057,761</b>	<b>\$ 3,043,847</b>	<b>\$ 0</b>	<b>\$ 3,043,847</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,268,594	\$ 3,057,761	\$ 3,043,847	\$ 0	\$ 3,043,847
<b>Total</b>	<b>\$ 3,268,594</b>	<b>\$ 3,057,761</b>	<b>\$ 3,043,847</b>	<b>\$ 0</b>	<b>\$ 3,043,847</b>

## Motor Vehicle, Licensing and Permits

## Program Description

The program processes motor vehicle, trailer, bicycle, moped and animal registrations, issues driver and business licenses; administers and enforces the periodic motor vehicle inspection program; administers the reconstructed vehicle program; investigates taxicab and vehicle inspection violations; administers the derelict and abandoned vehicle programs; and issues other permits for such items as disabled parking, general newsstands, and publication dispensing racks in the Waikiki area.

## Program Highlights

The proposed budget of \$12,923,451 reflects an increase of 19.7 percent over the current fiscal year. The increase in General Funds is primarily due the transfer of the administration of the Animal Care and Control contract (\$1,636,775) and the Spay and Neuter Certificate Program (\$405,990) from the Administration Program. The increase in the Highway Beautification fund is due to the anticipated increase in the costs associated with the towing of derelict vehicles.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Transactions Per Employee	#	8,927	9,000	9,090
Total MVLP Transactions	#	1,312,310	1,323,000	1,336,230

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	157.00	157.00	157.00	0.00	157.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>158.00</b>	<b>158.00</b>	<b>158.00</b>	<b>0.00</b>	<b>158.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,996,938	\$ 5,234,956	\$ 5,323,908	\$ 0	\$ 5,323,908
Current Expenses	4,686,329	5,558,675	7,599,543	0	7,599,543
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 9,683,267</b>	<b>\$ 10,793,631</b>	<b>\$ 12,923,451</b>	<b>\$ 0</b>	<b>\$ 12,923,451</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 7,445,371	\$ 8,070,267	\$ 10,015,731	\$ 0	\$ 10,015,731
Highway Beautification Fund	2,237,896	2,723,364	2,907,720	0	2,907,720
<b>Total</b>	<b>\$ 9,683,267</b>	<b>\$ 10,793,631</b>	<b>\$ 12,923,451</b>	<b>\$ 0</b>	<b>\$ 12,923,451</b>

---

***This Page Intentionally Left Blank***

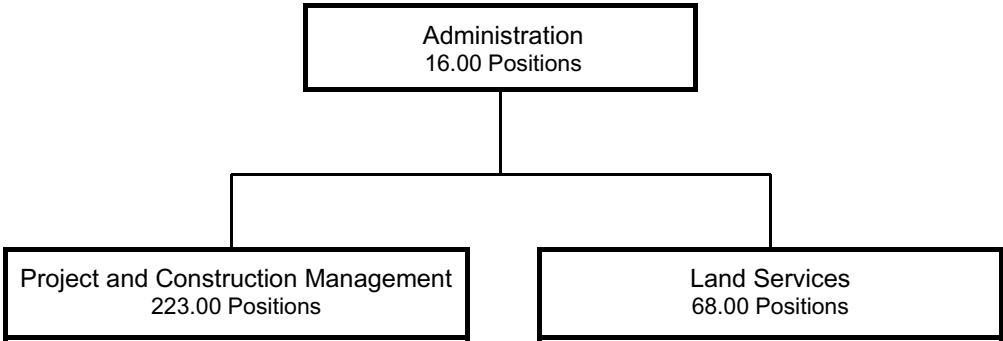
---



# Department of Design and Construction

DEPARTMENT OF DESIGN AND CONSTRUCTION  
(DDC)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of Design and Construction

### Responsibilities

This department is the central agency responsible for execution of the City's Capital Improvement Program (CIP). It is responsible for coordinating the planning, design, construction inspection and bidding phases of all CIP projects and provides land services functions for all City projects. The DDC also develops and administers the long range planning of facilities, wastewater facilities plans, parks master plans and infrastructure master plans, and provides planning, design, and other support to other City agencies for operating and maintenance projects.

### Mission Statement

The Department of Design and Construction provides the planning, land acquisition, design and construction inspection for public facilities for the City and County of Honolulu by effectively and efficiently coordinating, managing and administering all available resources.

### Goals and Objectives

1. To deliver the most effective and efficient service, as possible, to the community and the agencies of the City and County of Honolulu.
2. To carry a project from the long range planning phase through construction to completion in a coordinated manner, integrating input from users, and effectively using departmental resources, consultants, and other agencies that serve the department.
3. To maximize the use of available fiscal and human resources.
4. To prioritize projects to ensure efficient use of funds and staff services.
5. To improve access to information on CIP and Operating projects for staff, users and members of the public.

### Budget Initiatives and Highlights

The department's proposed budget is \$13,706,056, which reflects a 13.2 percent decrease from the current fiscal year.

The telecommunications function, currently housed in the department is being transferred to the Department of Information Technology effective July 1, 2004. This transfer includes 5 positions with accompanying current expenses totaling \$2,143,420.

Also, included in the operating budget is \$461,393 to cover wastewater related operational requirements. The fiscal year 2005 capital budget continues to provide sewer cash funding of \$5.4 million to cover the wastewater-related capital project management expenses, which include the salary, current expense and equipment costs.

Funding for two positions totaling \$104,100 (including fringe benefits) in Community Development funds is included to monitor compliance with federal fair labor standards practices and also to provide oversight on Community Development funded projects.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review.				

### Fiscal Sustainability

Goal 1: Promote Energy Conservation

Initiative 1: Enhance efficiency through energy conservation throughout City-owned facilities

(a) Identify facilities and develop plan for decreased energy use.

Target Year

FY 2005

## Department of Design and Construction

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	307.00	307.00	302.00	0.00	302.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>307.00</b>	<b>307.00</b>	<b>302.00</b>	<b>0.00</b>	<b>302.00</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 718,735	\$ 880,165	\$ 871,453	\$ 0	\$ 871,453
Project and Construction Management	12,651,442	12,852,058	10,815,321	0	10,815,321
Land Services	1,819,852	2,056,862	2,019,282	0	2,019,282
<b>Total</b>	<b>\$ 15,190,029</b>	<b>\$ 15,789,085</b>	<b>\$ 13,706,056</b>	<b>\$ 0</b>	<b>\$ 13,706,056</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 8,436,332	\$ 8,826,230	\$ 8,483,397	\$ 0	\$ 8,483,397
Current Expenses	6,727,114	6,962,855	5,204,789	0	5,204,789
Equipment	26,583	0	17,870	0	17,870
<b>Total</b>	<b>\$ 15,190,029</b>	<b>\$ 15,789,085</b>	<b>\$ 13,706,056</b>	<b>\$ 0</b>	<b>\$ 13,706,056</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 11,375,164	\$ 11,522,569	\$ 9,475,777	\$ 0	\$ 9,475,777
Highway Fund	3,334,962	3,709,029	3,657,622	0	3,657,622
Sewer Fund	417,787	461,976	468,557	0	468,557
Community Development Fund	54,115	95,511	104,100	0	104,100
Federal Grants Fund	8,001	0	0	0	0
<b>Total</b>	<b>\$ 15,190,029</b>	<b>\$ 15,789,085</b>	<b>\$ 13,706,056</b>	<b>\$ 0</b>	<b>\$ 13,706,056</b>

**Administration****Program Description**

This program plans, directs and coordinates the activities of the Department of Design and Construction; provides administrative service activities for the department, including personnel management, CIP and operating budget preparation, administrative reports and records management; and acts as a liaison for council and legislative tracking; project tracking and reporting.

**Program Highlights**

The Administration program will continue to plan, direct and coordinate the activities of the department.

**Output Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	16.00	16.00	16.00	0.00	16.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>16.00</b>	<b>16.00</b>	<b>16.00</b>	<b>0.00</b>	<b>16.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 678,334	\$ 781,420	\$ 772,708	\$ 0	\$ 772,708
Current Expenses	32,513	98,745	98,745	0	98,745
Equipment	7,888	0	0	0	0
<b>Total</b>	<b>\$ 718,735</b>	<b>\$ 880,165</b>	<b>\$ 871,453</b>	<b>\$ 0</b>	<b>\$ 871,453</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 710,049	\$ 870,513	\$ 861,601	\$ 0	\$ 861,601
Sewer Fund	8,686	9,652	9,852	0	9,852
<b>Total</b>	<b>\$ 718,735</b>	<b>\$ 880,165</b>	<b>\$ 871,453</b>	<b>\$ 0</b>	<b>\$ 871,453</b>

## Department of Design and Construction

### Project and Construction Management

#### Program Description

This program administers, coordinates and monitors the activities relating to the long-range facilities planning, twenty-year wastewater facilities planning, island-wide parks master planning, city facilities planning, infrastructure master planning, project scheduling and CIP planning.

It also administers, coordinates and manages all architectural and engineering design plans for in-house projects and projects contracted to private consultant firms for the city's public facilities, parks and infrastructure and reviews subdivision plans and plans for facilities to be dedicated to the city and for compliance with city standards.

It administers, coordinates, inspects and manages construction and inspection activities for all programs within the department.

#### Program Highlights

The proposed budget transfers the telecommunications function to the Department of Information and Technology effective July 1, 2004. A total of \$2,143,420 for five authorized positions and related current expenses is reflected in the Department of Information Technology's budget for this proposed transfer.

The department's operating budget continues to provide \$3,547,500 for electricity and other utility costs.

To continue ongoing monitoring efforts of hillside areas in various areas on the island, funding of \$188,000 is provided.

Sewer funding of \$461,393 is also provided to cover operational costs in wastewater-related activities.

The budget also reflects the inclusion of \$104,100 in Community Development funds for two positions (including fringe benefits) to monitor compliance with federal fair labor standards practices and to provide necessary oversight on Community Development funded projects.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
PLANNING:				
Long Range Plans	#	15	10	8
Environmental Clearances	#	25	20	16
Preliminary Design Reviews	#	58	50	40
FACILITIES:				
Scheduled Operating Project Completed	#	15	5	5
Unscheduled Projects Completed	#	15	40	50
Miscellaneous Assignments	#	400	410	375
Capital Projects Completed	#	70	80	75
INFRASTRUCTURE:				
Projects Released for Construction	#	34	54	55
Projects Under Design	#	74	74	76
Manuals/Planning Reports Under Review	#	79	74	103
PARKS:				
New Facilities	#	70	60	55
Repairs/Reconstruction	#	150	135	120
CONSTRUCTION:				
Projects Under Supervision	#	203	233	363
Value of Projects	\$	\$328.8 mil	\$354.7 mil	\$429.7mil

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	223.00	223.00	218.00	0.00	218.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>223.00</b>	<b>223.00</b>	<b>218.00</b>	<b>0.00</b>	<b>218.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 5,993,075	\$ 6,067,298	\$ 5,770,757	\$ 0	\$ 5,770,757
Current Expenses	6,639,672	6,784,760	5,026,694	0	5,026,694
Equipment	18,695	0	17,870	0	17,870
<b>Total</b>	<b>\$ 12,651,442</b>	<b>\$ 12,852,058</b>	<b>\$ 10,815,321</b>	<b>\$ 0</b>	<b>\$ 10,815,321</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 9,060,507	\$ 8,838,994	\$ 6,803,634	\$ 0	\$ 6,803,634
Highway Fund	3,136,689	3,476,889	3,460,606	0	3,460,606
Sewer Fund	400,131	440,664	446,981	0	446,981
Community Development Fund	54,115	95,511	104,100	0	104,100
<b>Total</b>	<b>\$ 12,651,442</b>	<b>\$ 12,852,058</b>	<b>\$ 10,815,321</b>	<b>\$ 0</b>	<b>\$ 10,815,321</b>

## Department of Design and Construction

### Land Services

#### Program Description

The Land Services Division conducts land surveys, title searches, appraisals, negotiations and acquisitions for all City projects.

#### Program Highlights

The proposed operating budget of \$2,019,282 reflects a decrease of 1.8 percent from the current fiscal year which is primarily due to decreased funding for vacant positions.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Title Searches	#	395	350	350
Negotiations	#	120	120	120
Documents	#	115	140	140
Private Subdivision Dedications	#	185	200	200
Field Surveys	#	520	550	550
Parcel and Land Court Maps	#	287	350	350
Parcels Acquired	#	225	175	175
Descriptions	#	645	450	450
Topographic Maps	#	255	260	260
Property Appraisals	#	373	175	375

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	68.00	68.00	68.00	0.00	68.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>68.00</b>	<b>68.00</b>	<b>68.00</b>	<b>0.00</b>	<b>68.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,764,923	\$ 1,977,512	\$ 1,939,932	\$ 0	\$ 1,939,932
Current Expenses	54,929	79,350	79,350	0	79,350
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,819,852</b>	<b>\$ 2,056,862</b>	<b>\$ 2,019,282</b>	<b>\$ 0</b>	<b>\$ 2,019,282</b>

#### SOURCE OF FUNDS

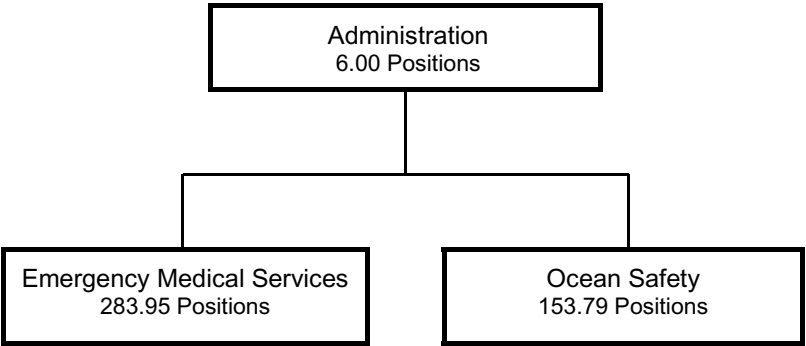
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,604,608	\$ 1,813,062	\$ 1,810,542	\$ 0	\$ 1,810,542
Highway Fund	198,273	232,140	197,016	0	197,016
Sewer Fund	8,970	11,660	11,724	0	11,724
Federal Grants Fund	8,001	0	0	0	0
<b>Total</b>	<b>\$ 1,819,852</b>	<b>\$ 2,056,862</b>	<b>\$ 2,019,282</b>	<b>\$ 0</b>	<b>\$ 2,019,282</b>



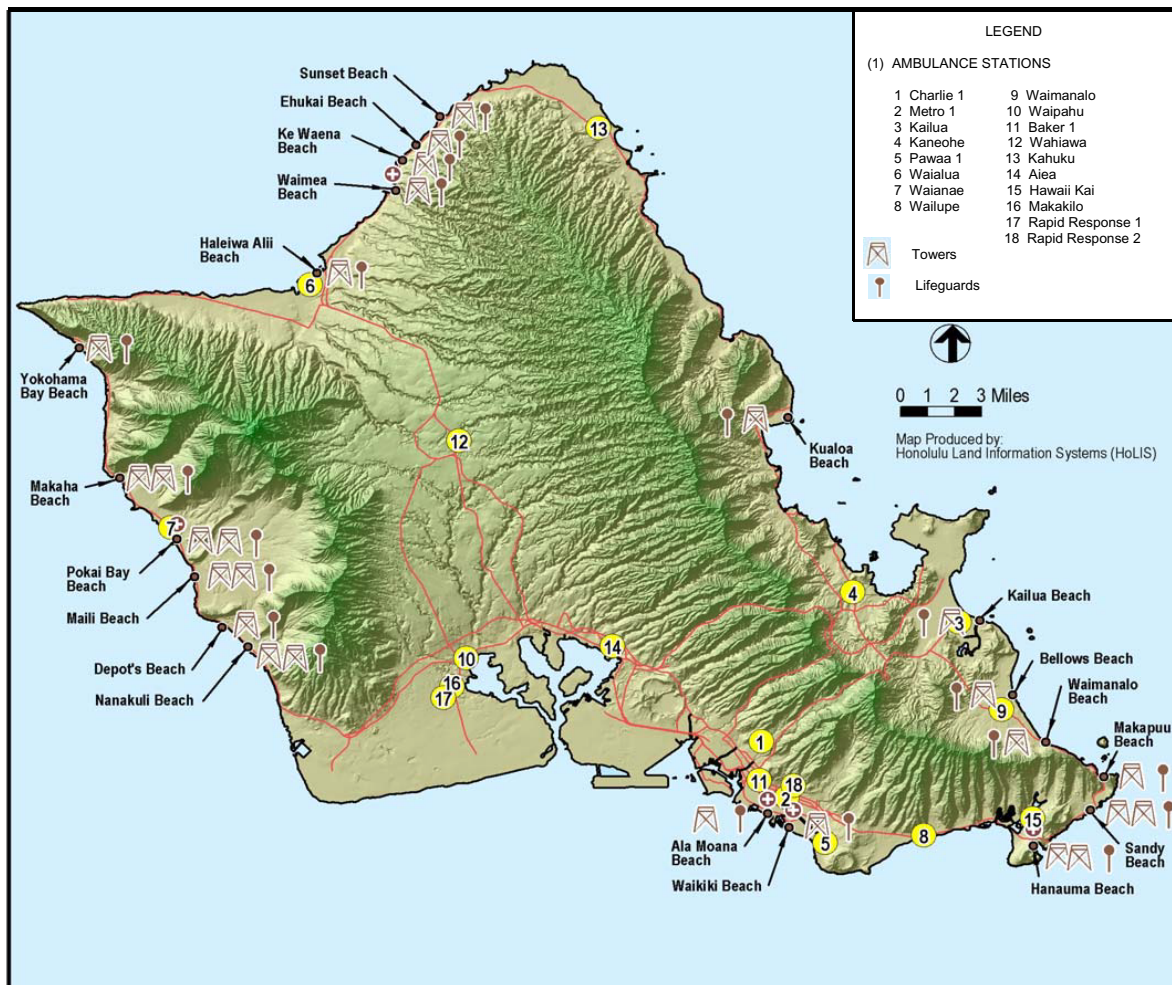
# Department of Emergency Services

DEPARTMENT OF EMERGENCY SERVICES  
(ESD)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF EMERGENCY SERVICES  
(ESD)  
EMERGENCY MEDICAL SERVICES UNIT LOCATIONS



## Department of Emergency Services

### Responsibilities

The Department of Emergency Services, which consists of the Emergency Medical Services Division and Ocean Safety Division, is responsible to provide on Oahu an efficient, effective, and economical operation of the pre-hospital emergency medical care and emergency ambulance service, and a comprehensive aquatic safety program to include lifeguard services at 19 City and County beach parks, patrol and rescue activities, injury prevention, public education, and emergency response to medical cases in the beach environment.

### Mission Statement

To develop programs and deliver exemplary services related to Emergency Medical Services and Lifeguard Services on the island of Oahu.

### Goals and Objectives

1. To provide quality emergency medical services on Oahu and continue to improve the effectiveness and efficiency of the delivery of these services.
2. To provide adequate beach protective services at Oahu's beaches with properly trained and appropriately equipped lifeguard personnel.
3. To coordinate the activities of and between the divisions within the department, and with other City, State, Federal, and private organizations on issues related to emergency medical services and ocean safety.

### Budget Initiatives and Highlights

The proposed budget totals \$24,225,148, which reflects an increase of 3.1 percent over the current fiscal year.

The budget increase is primarily in the Emergency Medical Services Program, which is 100% reimbursable through an intergovernmental contract with the State Department of Health. Collective bargaining (Unit 10) pay increases are also included in the budget for Emergency Medical Service personnel. Moderate cost increases in current expenses are provided for the Administration and Ocean Safety activities.

The budget also includes \$144,761 for anti terrorist costs.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Cost Per EMS Call	\$	235.87	248.84	253.82
EMS Calls Responded	#	60,976	65,850	68,150
Ocean Rescues	#	1,475	1,500	1,525
Preventive Ocean Safety Actions	#	375,652	383,165	390,828

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	408.35	425.40	421.20	0.00	421.20
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	16.73	18.34	17.34	0.00	17.34
<b>Total</b>	<b>425.08</b>	<b>443.74</b>	<b>438.54</b>	<b>0.00</b>	<b>438.54</b>

**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 427,854	\$ 436,664	\$ 448,984	\$ 0	\$ 448,984
Emergency Medical Services	13,634,506	16,881,110	17,512,652	0	17,512,652
Ocean Safety	6,015,619	6,179,454	6,263,512	0	6,263,512
<b>Total</b>	<b>\$ 20,077,979</b>	<b>\$ 23,497,228</b>	<b>\$ 24,225,148</b>	<b>\$ 0</b>	<b>\$ 24,225,148</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 16,422,651	\$ 19,201,112	\$ 19,887,668	\$ 0	\$ 19,887,668
Current Expenses	2,917,863	3,129,366	3,246,855	0	3,246,855
Equipment	737,465	1,166,750	1,090,625	0	1,090,625
<b>Total</b>	<b>\$ 20,077,979</b>	<b>\$ 23,497,228</b>	<b>\$ 24,225,148</b>	<b>\$ 0</b>	<b>\$ 24,225,148</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 19,302,108	\$ 22,744,392	\$ 23,290,563	\$ 0	\$ 23,290,563
Hanauma Bay Nature Preserve Fund	395,023	416,987	517,593	0	517,593
Special Projects Fund	380,848	335,849	416,992	0	416,992
<b>Total</b>	<b>\$ 20,077,979</b>	<b>\$ 23,497,228</b>	<b>\$ 24,225,148</b>	<b>\$ 0</b>	<b>\$ 24,225,148</b>

## Department of Emergency Services

### Administration

#### Program Description

This activity provides administrative support to the department in its delivery of pre-hospital emergency medical services, ocean safety and lifeguard services to the residents and visitors to the island of Oahu.

#### Program Highlights

The budget provides salary funding (\$380,484) for six departmental managerial and administrative support positions. Funding for the rent of offices (\$35,000), other current expenses (\$30,875), and replacement office equipment (\$2,625) are also provided.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	6.00	6.00	6.00	0.00	6.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>	<b>6.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 379,497	\$ 380,484	\$ 380,484	\$ 0	\$ 380,484
Current Expenses	48,357	56,180	65,875	0	65,875
Equipment	0	0	2,625	0	2,625
<b>Total</b>	<b>\$ 427,854</b>	<b>\$ 436,664</b>	<b>\$ 448,984</b>	<b>\$ 0</b>	<b>\$ 448,984</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 427,854	\$ 436,664	\$ 448,984	\$ 0	\$ 448,984
<b>Total</b>	<b>\$ 427,854</b>	<b>\$ 436,664</b>	<b>\$ 448,984</b>	<b>\$ 0</b>	<b>\$ 448,984</b>

## Emergency Medical Services

## Program Description

This activity provides expeditious and efficient pre-hospital emergency medical care and emergency ambulance services to the public 24-hours per day with maximum utilization of human material resources, and is contracted to the City and County of Honolulu by the State Department of Health on a year-to-year basis.

## Program Highlights

The budget provides for the Emergency Medical Services contract which is 100% reimbursed by the State Department of Health.

The proposed budget includes \$763,000 for collective bargaining (Unit 10) pay increases. Funding for scheduled equipment replacement is also included.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Cost Per Call	\$	235.87	248.84	253.82
Calls Responded To	#	60,976	65,850	68,150
Calls Thru "911"	#	65,046	68,625	70,000
MAST/Medivac Services	#	139	142	145
Backup Support Calls	#	384	405	415

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	259.90	276.95	272.75	0.00	272.75
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.73	7.00	6.00	0.00	6.00
<b>Total</b>	<b>260.63</b>	<b>283.95</b>	<b>278.75</b>	<b>0.00</b>	<b>278.75</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 10,535,198	\$ 13,122,334	\$ 13,844,626	\$ 0	\$ 13,844,626
Current Expenses	2,470,661	2,658,026	2,658,026	0	2,658,026
Equipment	628,647	1,100,750	1,010,000	0	1,010,000
<b>Total</b>	<b>\$ 13,634,506</b>	<b>\$ 16,881,110</b>	<b>\$ 17,512,652</b>	<b>\$ 0</b>	<b>\$ 17,512,652</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 13,634,506	\$ 16,881,110	\$ 17,512,652	\$ 0	\$ 17,512,652
<b>Total</b>	<b>\$ 13,634,506</b>	<b>\$ 16,881,110</b>	<b>\$ 17,512,652</b>	<b>\$ 0</b>	<b>\$ 17,512,652</b>

## Department of Emergency Services

### Ocean Safety

#### Program Description

This activity provides comprehensive ocean safety programs, including rescue and emergency response, for the island of Oahu. It also promotes within the community an awareness of ocean safety practices through its Junior Lifeguard program, lectures, demonstrations, utilization of various media to disseminate proper information and cooperates with other agencies to foster a comprehensive ocean safety program. Providing lifeguard services at public beaches is the major responsibility of this activity.

#### Program Highlights

The budget provides \$6,263,512 for ocean safety programs, rescue, and emergency response for the island of Oahu. Current expense funding provide for medical, safety, and operational supplies, utilities, small tools, repair parts, new signs for beaches, and funds for repair and maintenance of rescue equipment. Equipment replacements funded by Hanauma Bay Nature Preserve and State funds are also provided.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Rescues	#	1,475	1,500	1,525
First Aid – Major	#	1,241	1,300	1,400
Preventive Actions	#	375,652	400,000	425,000
Resuscitations	#	21	30	40
Ambulance Assist	#	248	260	270
Lost and Found Children	#	325	350	375
Jet Ski Rescues	#	114	125	145
Drownings	#	9	5	5
Beach Users	#	18,009,922	18,250,000	18,500,000
Beaches Supervised	#	19	19	19
Observation Stations				
Winter	#	47	47	47
Summer	#	52	52	52
Jet Skis	#	8	9	10

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	142.45	142.45	142.45	0.00	142.45
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	16.00	11.34	11.34	0.00	11.34
<b>Total</b>	<b>158.45</b>	<b>153.79</b>	<b>153.79</b>	<b>0.00</b>	<b>153.79</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 5,507,956	\$ 5,698,294	\$ 5,662,558	\$ 0	\$ 5,662,558
Current Expenses	398,845	415,160	522,954	0	522,954
Equipment	108,818	66,000	78,000	0	78,000
<b>Total</b>	<b>\$ 6,015,619</b>	<b>\$ 6,179,454</b>	<b>\$ 6,263,512</b>	<b>\$ 0</b>	<b>\$ 6,263,512</b>



SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 5,239,748	\$ 5,426,618	\$ 5,328,927	\$ 0	\$ 5,328,927
Hanauma Bay Nature Preserve Fund	395,023	416,987	517,593	0	517,593
Special Projects Fund	380,848	335,849	416,992	0	416,992
<b>Total</b>	<b>\$ 6,015,619</b>	<b>\$ 6,179,454</b>	<b>\$ 6,263,512</b>	<b>\$ 0</b>	<b>\$ 6,263,512</b>

---

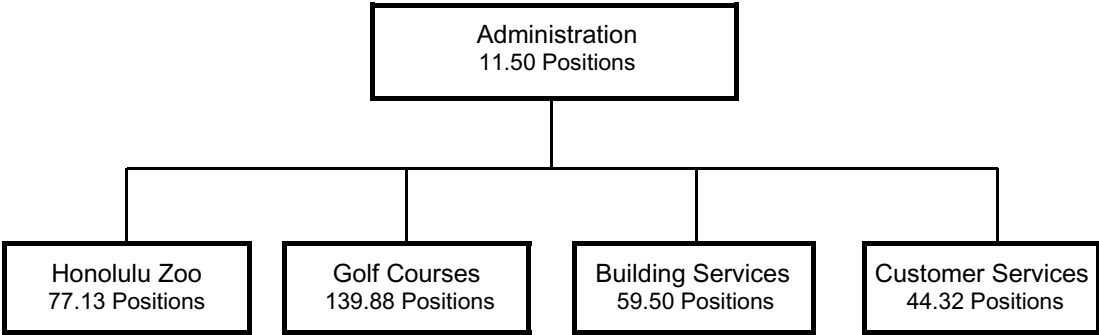
***This Page Intentionally Left Blank***

---

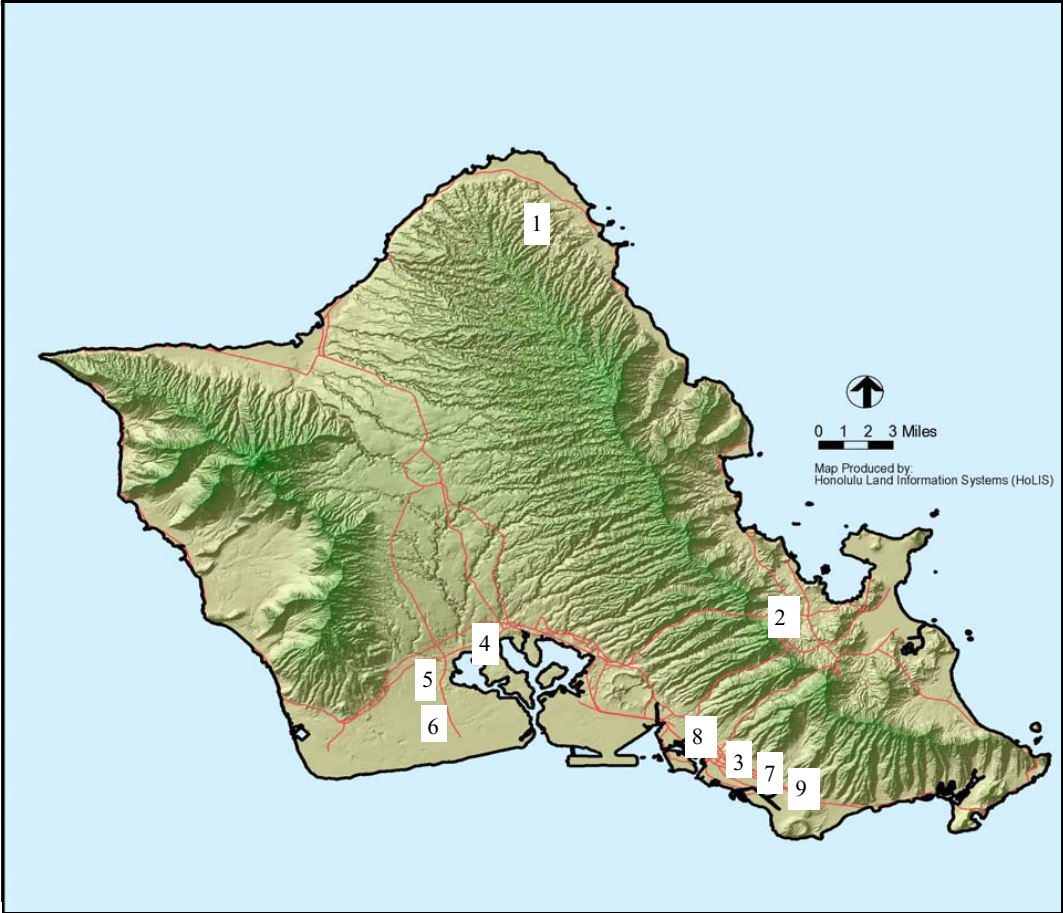
# Department of Enterprise Services

DEPARTMENT OF ENTERPRISE SERVICES  
(DES)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF ENTERPRISE SERVICES  
(DES)



FACILITIES LOCATIONS

- |   |                                    |
|---|------------------------------------|
| 1 | KAHUKU MUNICIPAL GOLF COURSE       |
| 2 | PALI MUNICIPAL GOLF COURSE         |
| 3 | ALA WAI MUNICIPAL GOLF COURSE      |
| 4 | TED MAKALENA MUNICIPAL GOLF COURSE |
| 5 | WEST LOCH MUNICIPAL GOLF COURSE    |
| 6 | EWA VILLAGES MUNICIPAL GOLF COURSE |
| 7 | HONOLULU ZOO                       |
| 8 | NEAL S. BLAISDELL CENTER           |
| 9 | WAIKIKI SHELL                      |

## Department of Enterprise Services

### Responsibilities

The Department of Enterprise Services operates and maintains the Neal S. Blaisdell Center and Waikiki Shell, the Honolulu Zoo, and the municipal golf courses; and coordinates the preparation, administration and enforcement of citywide concession contracts.

### Mission Statement

To manage and market a diversity of community oriented facilities and services for the use and benefit of the public; supporting cultural, recreational and educational opportunities and events on a self-supporting basis.

### Goals and Objectives

1. To decrease the General Fund subsidy of the Special Events Fund and the Golf Fund.
2. To provide excellence in service and facilities.
3. To increase public awareness of departmental programs and services via marketing and public relations.

### Budget Initiatives and Highlights

The Department of Enterprise Services consolidates similar enterprise-type functions, thereby enhancing the City's ability to focus on revenue generating opportunities and create operational synergies.

The department's proposed budget is \$15,845,302, which reflects a decrease of 0.5 percent from the current fiscal year.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
See revenue pages				

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	271.50	271.50	271.50	0.00	271.50
Temporary FTE	16.93	16.93	16.93	0.00	16.93
Contract FTE	37.33	43.90	43.90	0.00	43.90
<b>Total</b>	<b>325.76</b>	<b>332.33</b>	<b>332.33</b>	<b>0.00</b>	<b>332.33</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Honolulu Zoo	\$ 3,472,528	\$ 3,520,732	\$ 3,525,732	\$ 0	\$ 3,525,732
Golf Courses	6,973,807	7,804,036	7,804,132	0	7,804,132
Auditoriums	3,721,291	4,115,229	4,030,229	0	4,030,229
Administration	461,464	485,209	485,209	0	485,209
<b>Total</b>	<b>\$ 14,629,090</b>	<b>\$ 15,925,206</b>	<b>\$ 15,845,302</b>	<b>\$ 0</b>	<b>\$ 15,845,302</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 8,829,716	\$ 9,212,689	\$ 9,212,785	\$ 0	\$ 9,212,785
Current Expenses	5,795,917	6,702,517	6,617,517	0	6,617,517
Equipment	3,457	10,000	15,000	0	15,000
<b>Total</b>	<b>\$ 14,629,090</b>	<b>\$ 15,925,206</b>	<b>\$ 15,845,302</b>	<b>\$ 0</b>	<b>\$ 15,845,302</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Zoo Animal Purchase Fund	\$ 1,530	\$ 10,000	\$ 15,000	\$ 0	\$ 15,000
Hanauma Bay Nature Preserve Fund	0	13,626	13,705	0	13,705
Golf Fund	7,129,593	8,221,072	8,183,020	0	8,183,020
Special Events Fund	7,497,967	7,680,508	7,633,577	0	7,633,577
<b>Total</b>	<b>\$ 14,629,090</b>	<b>\$ 15,925,206</b>	<b>\$ 15,845,302</b>	<b>\$ 0</b>	<b>\$ 15,845,302</b>

## Honolulu Zoo

## Program Description

The Honolulu Zoo activity plans for, operates and maintains a 42-acre integrated zoological and botanical park within the boundaries of Kapiolani Park.

The mission of the Honolulu Zoo is to foster an appreciation of our living world – with an emphasis on tropical ecosystems –by serving as a center for environmental education, biological study, recreation, and conservation activities. The Zoo continuously strives to improve its animal care standards by maintaining naturalistic habitats for zoo geological groupings of animals. The Zoo fulfills its mission by providing recreational and educational experiences to its guests in an attractive, clean and safe environment.

## Program Highlights

The budget of the Honolulu Zoo is \$3,525,732, which reflects an increase of 0.1 percent over the current fiscal year. The Zoo Animal Purchase Revolving fund has been increased to \$15,000 to provide for the acquisition of Lorikeets for the Zoo's aviary exhibit.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Visitor Attendance	Number	495,184	494,152	510,000
Revenues (Including Concessions)	Million	1.3 mil	1.4 mil	1.4 mil
Animal Population	Number	1,150	1,150	1,200
Animal Species	Number	260	260	260

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	72.00	72.00	72.00	0.00	72.00
Temporary FTE	2.28	2.28	2.28	0.00	2.28
Contract FTE	2.85	2.85	2.85	0.00	2.85
<b>Total</b>	<b>77.13</b>	<b>77.13</b>	<b>77.13</b>	<b>0.00</b>	<b>77.13</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,385,582	\$ 2,493,481	\$ 2,493,481	\$ 0	\$ 2,493,481
Current Expenses	1,085,416	1,017,251	1,017,251	0	1,017,251
Equipment	1,530	10,000	15,000	0	15,000
<b>Total</b>	<b>\$ 3,472,528</b>	<b>\$ 3,520,732</b>	<b>\$ 3,525,732</b>	<b>\$ 0</b>	<b>\$ 3,525,732</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Zoo Animal Purchase Fund	\$ 1,530	\$ 10,000	\$ 15,000	\$ 0	\$ 15,000
Special Events Fund	3,470,998	3,510,732	3,510,732	0	3,510,732
<b>Total</b>	<b>\$ 3,472,528</b>	<b>\$ 3,520,732</b>	<b>\$ 3,525,732</b>	<b>\$ 0</b>	<b>\$ 3,525,732</b>



## Golf Courses

## Program Description

The Golf Course activity operates and maintains six municipal golf courses – five eighteen hole golf courses (Ala Wai, Pali, Ted Makalena, West Loch, and Ewa Villages), and one nine hole golf course (Kahuku). This activity schedules golf tournaments and accepts reservations for group and individual play via an automated reservation system; develops and enforces golf course rules and regulations; and collects and accounts for green fees, tournament fees, and golf cart rental fees. The activity is also responsible for the operations of the power golf carts at the eighteen hole courses and the rental of pull carts and golf club sets at Kahuku. This activity is responsible for renovating and maintaining the existing golf courses and for planning new municipal golf facilities. The activity monitors golf course related food and beverage, driving range and pro shop concession contracts and makes recommendations for concession contract specifications.

## Program Highlights

The budget of the Golf Courses Program is \$7,804,132, which reflects a status quo budget from the current fiscal year.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Acres Maintained	Acres	979	979	979
Rounds Played	Rounds	611,979	603,409	607,977
Revenues (Including Concessions)	Million	9.4	9.2	9.2

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	120.00	120.00	120.00	0.00	120.00
Temporary FTE	14.65	14.65	14.65	0.00	14.65
Contract FTE	5.28	5.23	5.23	0.00	5.23
<b>Total</b>	<b>139.93</b>	<b>139.88</b>	<b>139.88</b>	<b>0.00</b>	<b>139.88</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,521,886	\$ 3,582,488	\$ 3,582,584	\$ 0	\$ 3,582,584
Current Expenses	3,451,921	4,221,548	4,221,548	0	4,221,548
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 6,973,807</b>	<b>\$ 7,804,036</b>	<b>\$ 7,804,132</b>	<b>\$ 0</b>	<b>\$ 7,804,132</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Golf Fund	\$ 6,973,807	\$ 7,804,036	\$ 7,804,132	\$ 0	\$ 7,804,132
<b>Total</b>	<b>\$ 6,973,807</b>	<b>\$ 7,804,036</b>	<b>\$ 7,804,132</b>	<b>\$ 0</b>	<b>\$ 7,804,132</b>

## Auditoriums

## Program Description

The Auditoriums activity solicits and encourages individuals and groups to schedule their events at the Blaisdell Center and Waikiki Shell facilities, and provides support services such as ticketing, ushering, equipment rentals, and concession operations. It is also responsible for event set-ups, custodial services, and oversight for technical systems and services for performances and events. This activity also provides maintenance and security for the buildings, equipment, and grounds at the Blaisdell Center and Waikiki Shell, and provides trades and maintenance support to the Honolulu Zoo and Golf Courses.

## Program Highlights

The budget of the Auditoriums Program is \$4,030,229, which reflects a decrease of 2.1 percent from the current fiscal year, primarily due to decreased funding for current expenses.

## Output Measures

DESCRIPTION-General Maintenance	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Building	SQ. FT	438,000	438,000	438,000
Grounds	Acres	28	28	28
PERFORMANCES: Blaisdell and Waikiki Shell	Number	807	873	972
ATTENDANCE	Number	987,936	1,068,776	1,235,976

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	69.00	69.00	69.00	0.00	69.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	28.20	34.82	34.82	0.00	34.82
<b>Total</b>	<b>97.20</b>	<b>103.82</b>	<b>103.82</b>	<b>0.00</b>	<b>103.82</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,481,643	\$ 2,680,768	\$ 2,680,768	\$ 0	\$ 2,680,768
Current Expenses	1,237,721	1,434,461	1,349,461	0	1,349,461
Equipment	1,927	0	0	0	0
<b>Total</b>	<b>\$ 3,721,291</b>	<b>\$ 4,115,229</b>	<b>\$ 4,030,229</b>	<b>\$ 0</b>	<b>\$ 4,030,229</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Hanauma Bay Nature Preserve Fund	\$ 0	\$ 6,573	\$ 6,573	\$ 0	\$ 6,573
Golf Fund	65,986	299,492	271,743	0	271,743
Special Events Fund	3,655,305	3,809,164	3,751,913	0	3,751,913
<b>Total</b>	<b>\$ 3,721,291</b>	<b>\$ 4,115,229</b>	<b>\$ 4,030,229</b>	<b>\$ 0</b>	<b>\$ 4,030,229</b>

## Administration

## Program Description

The Administration activity directs and coordinates the programs and activities of the Blaisdell Center, Waikiki Shell, the Honolulu Zoo and the municipal golf courses. This activity provides staff and clerical support services in personnel, budgetary and organization management.

In an environment challenged by a struggling local economy and dwindling fiscal resources, the Administration activity helps to focus departmental energies in the maximization of revenues and optimization of existing resources.

## Program Highlights

The budget of the Administration Program is \$485,209, reflecting a status quo budget from the current fiscal year.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Authorized Positions Supported	FTE	332.33	332.33	332.33

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	10.50	10.50	10.50	0.00	10.50
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>11.50</b>	<b>11.50</b>	<b>11.50</b>	<b>0.00</b>	<b>11.50</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 440,605	\$ 455,952	\$ 455,952	\$ 0	\$ 455,952
Current Expenses	20,859	29,257	29,257	0	29,257
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 461,464</b>	<b>\$ 485,209</b>	<b>\$ 485,209</b>	<b>\$ 0</b>	<b>\$ 485,209</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Hanauma Bay Nature Preserve Fund	\$ 0	\$ 7,053	\$ 7,132	\$ 0	\$ 7,132
Golf Fund	89,800	117,544	107,145	0	107,145
Special Events Fund	371,664	360,612	370,932	0	370,932
<b>Total</b>	<b>\$ 461,464</b>	<b>\$ 485,209</b>	<b>\$ 485,209</b>	<b>\$ 0</b>	<b>\$ 485,209</b>

---

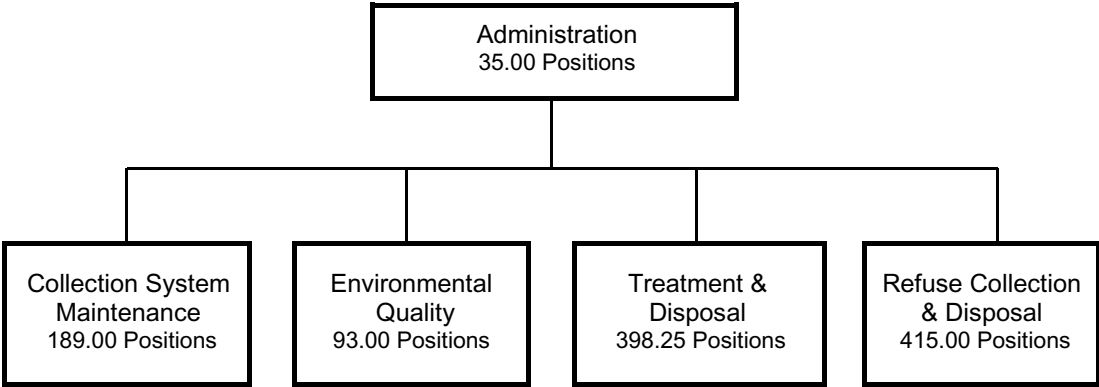
***This Page Intentionally Left Blank***

---

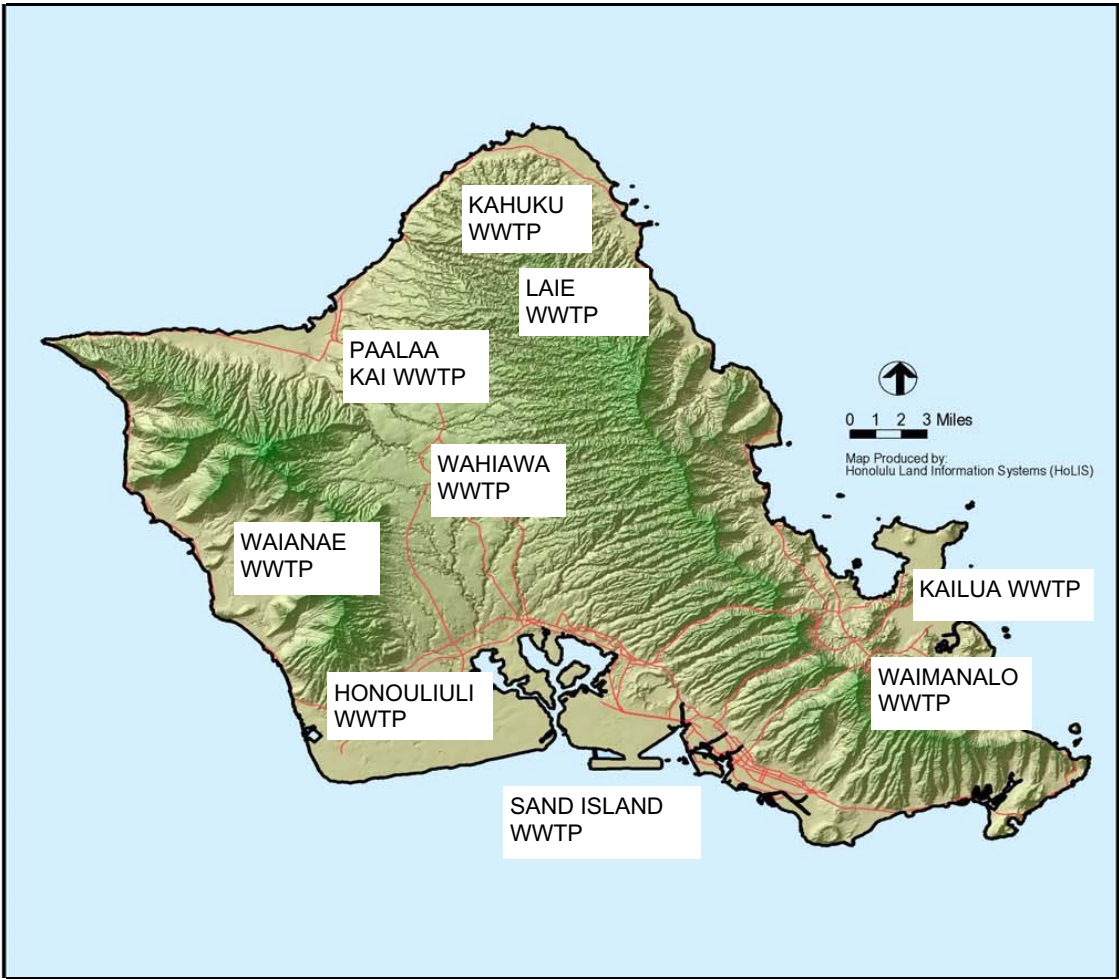
# Department of Environmental Services

DEPARTMENT OF ENVIRONMENTAL SERVICES  
(ENV)  
ORGANIZATION CHART

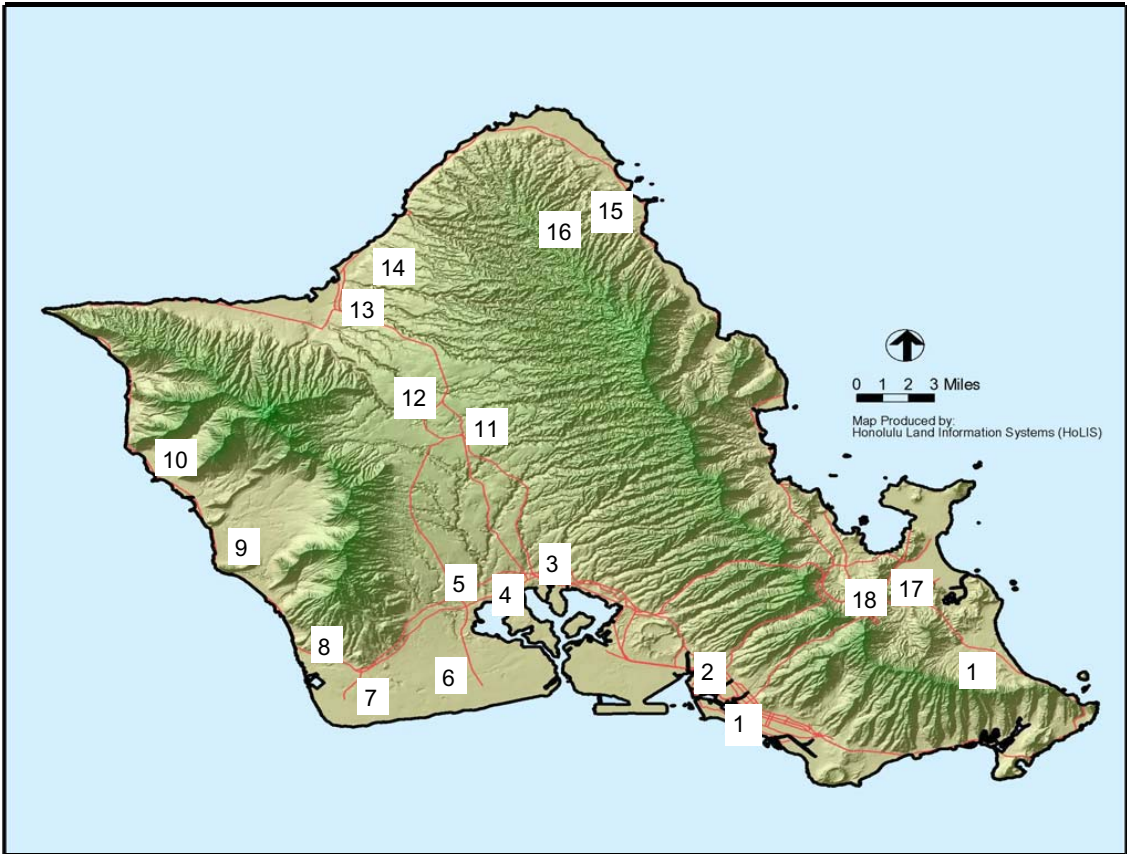
This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF ENVIRONMENTAL SERVICES  
(ENV)  
TREATMENT AND DISPOSAL FACILITIES



DEPARTMENT OF ENVIRONMENTAL SERVICES  
(ENV)  
REFUSE COLLECTION AND DISPOSAL FACILITIES



REFUSE COLLECTION AND DISPOSAL FACILITIES LOCATIONS

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| 1. HONOLULU CORP. YARD          | 11. WAHIAWA CORP. YARD            |
| 2. KEEHI TRANSFER STATION       | 12. WAHIAWA CONVENIENCE CENTER    |
| 3. PEARL CITY CORP. YARD        | 13. WAIALUA CORP. YARD            |
| 4. WAIPAHU MAINTENANCE FACILITY | 14. KAWAILOA TRANSFER STATION     |
| 5. WAIPAHU CONVENIENCE CENTER   | 15. KOOLAULOA-LAIE CORP. YARD     |
| 6. EWA CONVENIENCE CENTER       | 16. LAIE CONVENIENCE CENTER       |
| 7. H-POWER                      | 17. KAPAA QUARRY CORP. YARD       |
| 8. WAIMANALO GULCH LANDFILL     | 18. KAPAA QUARRY TRANSFER STATION |
| 9. WAIANAE CORP. YARD           | 19. WAIMANALO CONVENIENCE CENTER  |
| 10. WAIANAE CONVENIENCE CENTER  |                                   |



## Department of Environmental Services

### Responsibilities

The Department of Environmental Services plans, directs, operates and administers the City's wastewater and solid waste programs. This includes operation and maintenance of the wastewater collection, treatment and disposal system, the collection and disposal of solid waste, and management of the storm water program.

### Mission Statement

To protect public health and the environment by providing effective and efficient management of the wastewater, storm water, and solid waste disposal systems for the City and County of Honolulu.

### Goals and Objectives

1. Provide environmentally and fiscally sound long-range plans.
2. Provide efficient wastewater, storm water and solid waste disposal services to the people of the City and County of Honolulu with consideration of the present and future impact of facilities and services on the community.
3. Improve productivity and effectiveness of the department through all means including training of personnel.
4. Provide good working conditions and a safe working environment.
5. Protect the public health and environment through a partnership under which government ensures full and continuous compliance with regulatory requirements while educating citizens to be more environmentally responsible.

### Budget Initiatives and Highlights

The Department of Environmental Services includes the operation of the wastewater, storm water, and refuse collection and disposal programs. Initiatives and highlights include:

- Implement an island-wide residential curbside green waste and recyclable materials collection program.
- Continue composting of sludge from Honouliuli WWTP and complete construction of the in-vessel bioconversion facility at Sand Island WWTP to provide recycled materials and reduce landfill disposal.
- Initiate operation of the new Disinfection Facility and effluent pump station, clarifiers 7 and 8, and headworks at the Sand Island WWTP.

The department's proposed budget of \$174,558,631 reflects a 5.2 percent increase over the current fiscal year.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Wastewater Bond Ratings	N/A	AA-	AA-	AA-
Wastewater Collection System Inspected/ Maintained	%	30	30	30
Completion Rate of Oceanographic Compliance Monitoring	%	100	100	100
Completion Rate of Laboratory Compliance Monitoring Activities	%	100	100	100

## Department of Environmental Services

### Fiscal Sustainability

#### Target Year

#### Goal 1: Advance Departmental Self-Sustainability

Initiative 1:	Retain Flexibility to Raise Solid Waste Tip Fees	Current
(a)	Current rate is \$72.25 per ton	FY 2005
(b)	FY 2005 rate will be \$80.92 per ton	
Initiative 2:	Implement Island-wide Curbside Recycling Program	FY 2005
(a)	Provide curbside recycling	
Initiative 3:	Retain Flexibility to Raise Wastewater System Facility Charge	Current
(a)	Current rate is \$4,641 per ESDU	FY 2005
(b)	FY 2005 rate will increase to \$4,780	
Initiative 4:	Retain Flexibility to Raise Sewer Service Charges	Current
(a)	Current rate averages \$33.05 per ESDU	FY 2005
(b)	FY 2005 rate will reflect the minimum needed to ensure full support of Department Operations	
(c)	FY 2006 rate will reflect the minimum needed to continue full support of Department Operations	FY 2006
Initiative 5:	Re-engineer department operations to create efficiencies with resulting cost reductions	
(a)	Complete reengineering change identification process	FY 2003
(b)	Initiate actions to change operations	FY 2004
(c)	Implement additional changes in departmental operations	FY 2005

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	1,122.00	1,122.00	1,122.00	0.00	1,122.00
Temporary FTE	6.00	6.00	6.00	0.00	6.00
Contract FTE	2.25	2.25	2.25	0.00	2.25
<b>Total</b>	<b>1,130.25</b>	<b>1,130.25</b>	<b>1,130.25</b>	<b>0.00</b>	<b>1,130.25</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 3,849,433	\$ 3,424,782	\$ 2,940,521	\$ 0	\$ 2,940,521
Environmental Quality	5,773,611	7,048,906	7,251,307	0	7,251,307
Collection System Maintenance	8,145,212	9,155,572	9,174,862	0	9,174,862
Treatment and Disposal	29,982,828	33,316,050	36,362,033	0	36,362,033
Refuse Collection and Disposal	107,828,613	112,914,149	116,112,658	2,717,250	118,829,908
<b>Total</b>	<b>\$ 155,579,697</b>	<b>\$ 165,859,459</b>	<b>\$ 171,841,381</b>	<b>\$ 2,717,250</b>	<b>\$ 174,558,631</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 38,847,797	\$ 40,330,876	\$ 41,525,330	\$ 600,000	\$ 42,125,330
Current Expenses	116,711,112	125,528,583	130,316,051	2,117,250	132,433,301
Equipment	20,788	0	0	0	0
<b>Total</b>	<b>\$ 155,579,697</b>	<b>\$ 165,859,459</b>	<b>\$ 171,841,381</b>	<b>\$ 2,717,250</b>	<b>\$ 174,558,631</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 665,293	\$ 708,847	\$ 963,556	\$ 0	\$ 963,556
Sewer Fund	46,698,278	51,649,231	54,256,688	0	54,256,688
Glass Incentive Account-SWSF	1,855,899	2,804,632	2,804,632	63,520	2,868,152
Recycling Account - SWSF	4,847,001	6,446,971	7,006,855	2,653,730	9,660,585
Refuse Genl Operating Acct -SWSF	39,002,365	40,857,454	42,789,809	0	42,789,809
Federal Grants Fund	80,924	200,000	200,000	0	200,000
Sld Wst Dis Fac Acct - SWSF	62,429,937	63,192,324	63,819,841	0	63,819,841
<b>Total</b>	<b>\$ 155,579,697</b>	<b>\$ 165,859,459</b>	<b>\$ 171,841,381</b>	<b>\$ 2,717,250</b>	<b>\$ 174,558,631</b>

## Department of Environmental Services

### Administration

#### Program Description

This activity directs and coordinates the operation and maintenance of the City's wastewater, storm water, and solid waste programs. It provides overall development coordination and management through program financial planning, capital program planning, scheduling and tracking, and the development and operation of the department's enterprise asset management system. Centralized personnel, financial and administrative services for the department are also provided in this activity.

#### Program Highlights

The budget reflects a decrease as funding for consultant support for departmental reengineering efforts is no longer required.

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	35.00	35.00	35.00	0.00	35.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>35.00</b>	<b>35.00</b>	<b>35.00</b>	<b>0.00</b>	<b>35.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,270,215	\$ 1,460,044	\$ 1,434,972	\$ 0	\$ 1,434,972
Current Expenses	2,579,218	1,964,738	1,505,549	0	1,505,549
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 3,849,433</b>	<b>\$ 3,424,782</b>	<b>\$ 2,940,521</b>	<b>\$ 0</b>	<b>\$ 2,940,521</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Sewer Fund	\$ 3,542,844	\$ 3,037,550	\$ 2,632,042	\$ 0	\$ 2,632,042
Refuse Genl Operating Acct -SWSF	306,589	387,232	308,479	0	308,479
<b>Total</b>	<b>\$ 3,849,433</b>	<b>\$ 3,424,782</b>	<b>\$ 2,940,521</b>	<b>\$ 0</b>	<b>\$ 2,940,521</b>

## Environmental Quality

## Program Description

This activity directs, coordinates and manages activities relating to State and Federal environmental requirements including: wastewater discharge, stormwater management, industrial pre-treatment, permits, and water quality. Included support functions are laboratory analysis, oceanographic sampling, and biological monitoring.

## Program Highlights

The Highway funded portion of the budget reflects an increase due to additional permit-required monitoring activities for the Storm Water Quality program.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Wastewater Permits Issued	#	1,033	1,000	1,000
Number of Wastewater Investigations/Enforcement Actions Completed	#	1,535	1,500	1,500

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	93.00	93.00	93.00	0.00	93.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>93.00</b>	<b>93.00</b>	<b>93.00</b>	<b>0.00</b>	<b>93.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,696,815	\$ 3,765,581	\$ 3,859,100	\$ 0	\$ 3,859,100
Current Expenses	2,072,782	3,283,325	3,392,207	0	3,392,207
Equipment	4,014	0	0	0	0
<b>Total</b>	<b>\$ 5,773,611</b>	<b>\$ 7,048,906</b>	<b>\$ 7,251,307</b>	<b>\$ 0</b>	<b>\$ 7,251,307</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 665,293	\$ 708,847	\$ 963,556	\$ 0	\$ 963,556
Sewer Fund	5,027,394	6,140,059	6,087,751	0	6,087,751
Federal Grants Fund	80,924	200,000	200,000	0	200,000
<b>Total</b>	<b>\$ 5,773,611</b>	<b>\$ 7,048,906</b>	<b>\$ 7,251,307</b>	<b>\$ 0</b>	<b>\$ 7,251,307</b>

## Department of Environmental Services

### Collection System Maintenance

#### Program Description

This activity repairs, operates, and maintains the wastewater collection system. It also provides cesspool pumping and chemical treatment.

#### Program Highlights

The budget remains stable with increases in production occurring through changes in operation.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Cesspool Loads Pumped Per Year	#	7,381	6,500	200*
Miles of Lines Cleaned	Miles	725	750	750
Miles of Line TV Inspected	Miles	16.5	20	20

\*Effective 7/1/04, no cesspool contracts; cesspools to be pumped on "per call" basis only

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	189.00	189.00	189.00	0.00	189.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>189.00</b>	<b>189.00</b>	<b>189.00</b>	<b>0.00</b>	<b>189.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 5,212,374	\$ 6,132,372	\$ 6,110,712	\$ 0	\$ 6,110,712
Current Expenses	2,926,058	3,023,200	3,064,150	0	3,064,150
Equipment	6,780	0	0	0	0
<b>Total</b>	<b>\$ 8,145,212</b>	<b>\$ 9,155,572</b>	<b>\$ 9,174,862</b>	<b>\$ 0</b>	<b>\$ 9,174,862</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Sewer Fund	\$ 8,145,212	\$ 9,155,572	\$ 9,174,862	\$ 0	\$ 9,174,862
<b>Total</b>	<b>\$ 8,145,212</b>	<b>\$ 9,155,572</b>	<b>\$ 9,174,862</b>	<b>\$ 0</b>	<b>\$ 9,174,862</b>

## Treatment and Disposal

## Program Description

This activity operates and maintains all City wastewater pumping stations, treatment plants, and certain storm drain pump stations. It also provides mechanical, electrical, and other support services for repair of wastewater facilities.

## Program Highlights

The budget reflects an increase in funding for electricity needed to run ultraviolet disinfection units at Kailua, Sand Island and Wahiawa wastewater treatment plants.

Increases are also included to provide funding for the Laie wastewater treatment plant which the City acquired from Hawaii Reserves, Inc.

Increases are also included in consultant and contract services to improve and maintain existing facilities to insure compliance with permits and protection of the environment.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Wastewater Treated	MGD	111	113	115
Operational Permit Exceedances	#	0	0	0

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	391.00	391.00	391.00	0.00	391.00
Temporary FTE	6.00	6.00	6.00	0.00	6.00
Contract FTE	1.25	1.25	1.25	0.00	1.25
<b>Total</b>	<b>398.25</b>	<b>398.25</b>	<b>398.25</b>	<b>0.00</b>	<b>398.25</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 13,098,798	\$ 13,472,752	\$ 13,458,528	\$ 0	\$ 13,458,528
Current Expenses	16,874,036	19,843,298	22,903,505	0	22,903,505
Equipment	9,994	0	0	0	0
<b>Total</b>	<b>\$ 29,982,828</b>	<b>\$ 33,316,050</b>	<b>\$ 36,362,033</b>	<b>\$ 0</b>	<b>\$ 36,362,033</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Sewer Fund	\$ 29,982,828	\$ 33,316,050	\$ 36,362,033	\$ 0	\$ 36,362,033
<b>Total</b>	<b>\$ 29,982,828</b>	<b>\$ 33,316,050</b>	<b>\$ 36,362,033</b>	<b>\$ 0</b>	<b>\$ 36,362,033</b>

## Department of Environmental Services

### Refuse Collection and Disposal

#### Program Description

This activity is responsible for the collection, transport and disposal of refuse throughout Oahu. This includes implementation of waste reduction and recycling programs, operation of transfer stations and landfills, and management of the H-Power facility.

#### Program Highlights

The budget reflects an increase due to implementation of island-wide automated greenwaste collection and curbside recycling. Funding is also provided for the illegal dumping settlement at Waipahu Incinerator.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Refuse Collected	ton	335,622	310,000	310,000
Total Single Family Households Served				
Automated	#	140,076	143,000	146,000
Manual	#	21,013	22,000	22,000
Total Tons Transferred	Ton	285,359	285,000	285,000
Municipal Solid Waste (MSW) Tons Processed at Hpower	Ton	636,693	610,000	610,000
MSW Tons Disposed at Waimanalo Gulch Landfill	Ton	253,583	250,000	250,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	414.00	414.00	414.00	0.00	414.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>415.00</b>	<b>415.00</b>	<b>415.00</b>	<b>0.00</b>	<b>415.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 15,569,595	\$ 15,500,127	\$ 16,662,018	\$ 600,000	\$ 17,262,018
Current Expenses	92,259,018	97,414,022	99,450,640	2,117,250	101,567,890
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 107,828,613</b>	<b>\$ 112,914,149</b>	<b>\$ 116,112,658</b>	<b>\$ 2,717,250</b>	<b>\$ 118,829,908</b>

#### SOURCE OF FUNDS

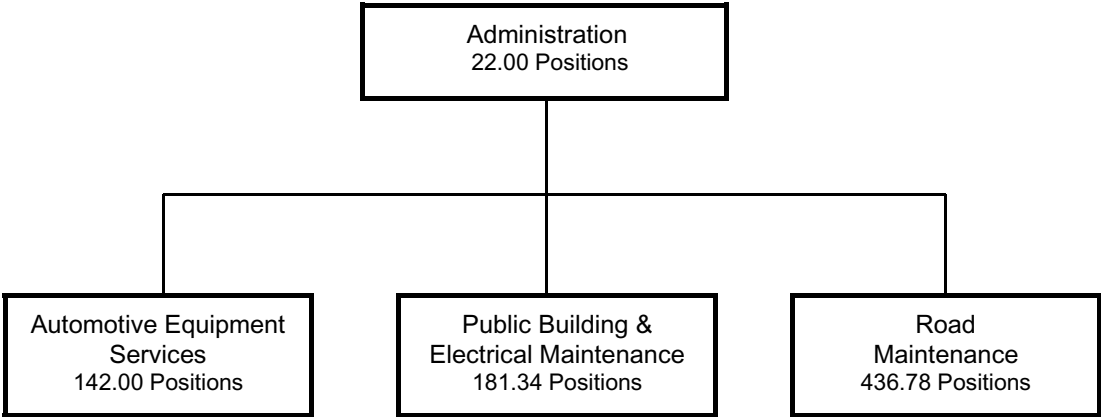
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Glass Incentive Account-SWSF	\$ 1,855,899	\$ 2,804,632	\$ 2,804,632	\$ 63,520	\$ 2,868,152
Recycling Account - SWSF	4,847,001	6,446,971	7,006,855	2,653,730	9,660,585
Refuse Genl Operating Acct -SWSF	38,695,776	40,470,222	42,481,330	0	42,481,330
Sld Wst Dis Fac Acct - SWSF	62,429,937	63,192,324	63,819,841	0	63,819,841
<b>Total</b>	<b>\$ 107,828,613</b>	<b>\$ 112,914,149</b>	<b>\$ 116,112,658</b>	<b>\$ 2,717,250</b>	<b>\$ 118,829,908</b>



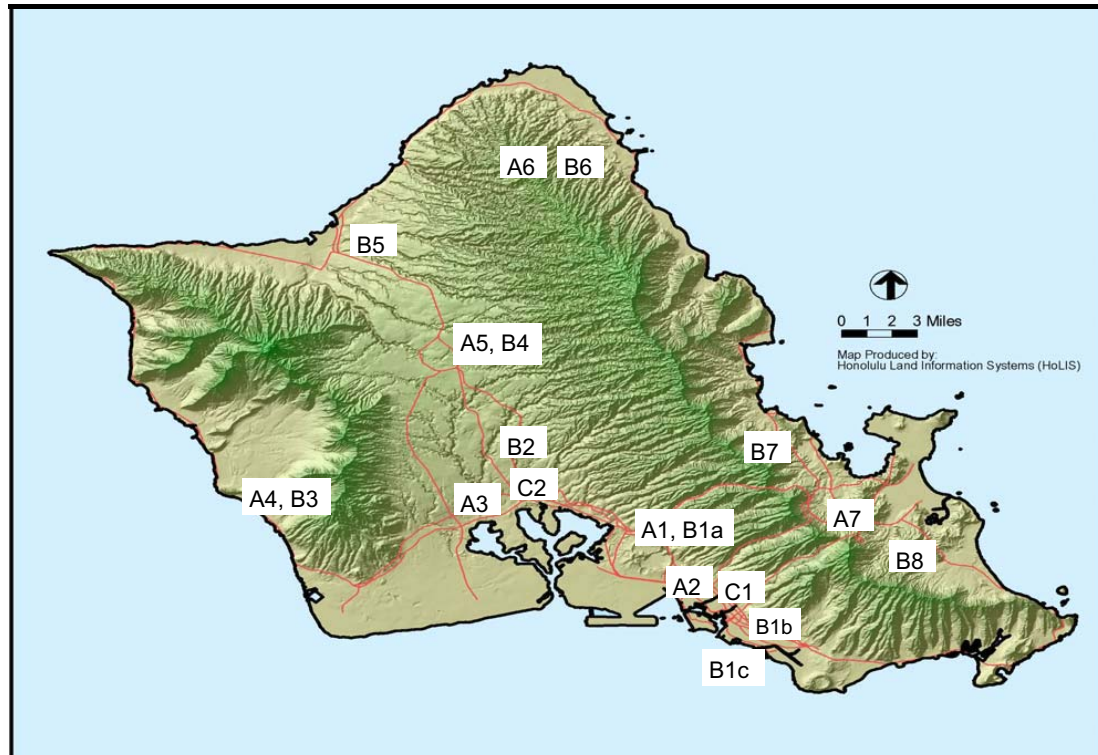
# Department of Facility Maintenance

DEPARTMENT OF FACILITY MAINTENANCE  
(DFM)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF FACILITY MAINTENANCE  
(DFM)



AUTOMOTIVE EQUIPMENT SERVICE

ROAD MAINTENANCE

- A1 HALAWA Repair and Maintenance Facility
- A2 KEEHI Repair and Maintenance Facility
- A3 PEARL CITY Repair and Maintenance Facility
- A4 WAIANAE Repair and Maintenance Facility
- A5 WAHIAWA Repair and Maintenance Facility
- A6 LAIE Repair and Maintenance Facility
- A7 KAPAA Repair and Maintenance Facility

- B1a Halawa Baseyard
- B1b HONOLULU Clean Team
- B1c HONOLULU Street Sweeping
- B2 PEARL CITY (EWA) Baseyard
- B3 WAIANAE Baseyard
- B4 WAHIAWA Baseyard
- B5 WAIALUA Baseyard
- B6 LAIE (KOOLAULO) Baseyard
- B7 KANEOHE (KOOLAUPOKO) Baseyard
- B8 KAILUA Baseyard

BUILDING AND ELECTRICAL MAINTENANCE

- C1 PUBLIC BUILDING and ELECTRICAL MAINTENANCE Baseyard
- C2 TRAFFIC and ELECTRICAL MAINTENANCE SERVICES (TEMS) Baseyard

## Department of Facility Maintenance

### Responsibilities

The Department of Facility Maintenance plans and administers the City's repair, renovation and maintenance programs for roads, bridges, streams, flood control systems, City buildings and City vehicles and construction equipment except for certain units belonging to the Board of Water Supply, Police and Fire Departments. It also plans and administers the repair and maintenance programs for mechanical, electrical, and electronic equipment and facilities including those for parks, street lighting, and communication centers. Additionally, the department provides property management, parking garage management, relocation assistance, heavy vehicle and equipment training, and interdepartmental mail services.

### Mission Statement

To provide efficient and effective maintenance of assigned City facilities for the well being of our community and for the attainment of the goals of the City.

### Goals and Objectives

1. To enhance and promote environmental and sustainable programs that maintain the pristine quality of Honolulu's environment for residents and visitors alike.
  - Clean 75 percent of 285 streams on the inventory. Inspect all other streams and schedule cleaning as required. Coordinate work with volunteer groups under the "Adopt-A-Stream", "Adopt-A-Block", and community clean-up programs to keep these areas free of litter and debris. Coordinate stream-cleaning plans with the Corps of Engineers, State Clean Water Branch, and community groups to identify actions and methods which improve the overall stream characteristics and quality.
  - Use environmentally friendly vehicles such as electric vehicles and fuel such as bio-diesel to reduce harmful emissions to the environment.
2. To perform work based on the values of customer service, streamlined operations, use of technology and a quality work environment.
  - Minimize "downtime" of vehicles and equipment requiring repair work. Perform interim repairs until parts arrive and/or workload allows for complete repair; improve early defect detection by enhancing preventive maintenance; increase efforts to perform repairs when equipment is inactive; continue tire retread program expansion to include more sizes, significantly reducing new tire expenditures.
  - Employ all available resources to meet essential building and electrical maintenance needs for roofs, painting, termite control, generators, ventilating systems, air conditioning systems, roll-up doors, flooring, paving, street lights, and electronic systems.
  - Increase efficiency through the use of an effective automated fleet maintenance and repair tracking system and automated work tracking system(s) for road maintenance, property management, and electrical maintenance, including the use of POSSE and GIS software.
  - Provide employees with a safe and healthy work environment.

### Budget Initiatives and Highlights

The budget for the Department of Facility Maintenance consolidates the maintenance of roads, road signs and markings, streams and drainage systems, public buildings, streetlights and other electrical systems, and city vehicles and equipment.

The department's proposed budget is \$40,422,425, which reflects an increase of 3.4 percent over the current fiscal year.

The major budget changes are as follows:

- Budget issue funding of \$498,905 for increased vehicle maintenance due to the proposed island-wide curbside recycling program.
- Budget issue funding of \$194,815 for project repayment costs for Westlake Apartments and Kulana Nani Apartments and \$6,000 to send two City electronics technicians to fire alarm certification training classes to support City park facilities island-wide.
- Increase of \$154,667 in contractual building maintenance costs for work program projects.
- A shift in the usage of fuel from diesel to bio-diesel.

## Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

## DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	768.34	767.34	771.05	0.00	771.05
Temporary FTE	3.78	3.78	0.00	0.00	0.00
Contract FTE	6.87	11.00	6.87	0.00	6.87
<b>Total</b>	<b>778.99</b>	<b>782.12</b>	<b>777.92</b>	<b>0.00</b>	<b>777.92</b>

## EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 961,267	\$ 1,127,806	\$ 947,207	\$ 0	\$ 947,207
Public Building and Electrical Maintenance	13,141,039	13,266,802	13,757,821	200,815	13,958,636
Automotive Equipment Services	10,652,720	9,916,002	10,378,274	498,905	10,877,179
Roads Maintenance	13,255,145	14,801,465	14,639,403	0	14,639,403
<b>Total</b>	<b>\$ 38,010,171</b>	<b>\$ 39,112,075</b>	<b>\$ 39,722,705</b>	<b>\$ 699,720</b>	<b>\$ 40,422,425</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 19,982,056	\$ 20,857,511	\$ 21,740,474	\$ 249,036	\$ 21,989,510
Current Expenses	18,004,193	18,220,614	17,923,531	450,684	18,374,215
Equipment	23,922	33,950	58,700	0	58,700
<b>Total</b>	<b>\$ 38,010,171</b>	<b>\$ 39,112,075</b>	<b>\$ 39,722,705</b>	<b>\$ 699,720</b>	<b>\$ 40,422,425</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 13,068,739	\$ 13,126,557	\$ 12,939,663	\$ 6,000	\$ 12,945,663
Highway Fund	17,772,519	20,341,943	20,871,602	0	20,871,602
Bikeway Fund	3,008	10,000	10,000	0	10,000
Sewer Fund	1,231,000	1,231,000	1,279,092	0	1,279,092
Recycling Account - SWSF	0	0	0	498,905	498,905
Refuse Genl Operating Acct -SWSF	5,674,025	3,698,575	4,418,348	0	4,418,348
Community Development Fund	0	500,000	0	0	0
Federal Grants Fund	10,880	0	0	0	0
Housing Development Special Fund	250,000	204,000	204,000	194,815	398,815
<b>Total</b>	<b>\$ 38,010,171</b>	<b>\$ 39,112,075</b>	<b>\$ 39,722,705</b>	<b>\$ 699,720</b>	<b>\$ 40,422,425</b>

## Department of Facility Maintenance

### Administration

#### Program Description

The Administration Program plans, directs, administers, and coordinates line and staff activities relating to facility maintenance functions and programs involving the maintenance of public roads, streets, bridges, and drainage and flood control systems; street lighting and electrical systems of parks and other facilities, traffic signs and markings, public buildings, City vehicles and equipment (except for certain of those for Board of Water Supply, Fire and Police). The activity also provides citywide heavy vehicle and equipment training and interdepartmental mail services.

#### Program Highlights

The budget provides funding for the overall administration and management of the city's facility maintenance function and programs. Management support is provided in personnel management, budgeting, program coordination, equipment and driver operator training and safety, interdepartmental mail services, and other general administration functions.

The 16.0 percent decrease in the proposed budget is due to the one-time current expense cost of \$250,000 for the payment of EPA fines in fiscal year 2004.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	22.00	22.00	22.00	0.00	22.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>22.00</b>	<b>22.00</b>	<b>22.00</b>	<b>0.00</b>	<b>22.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 889,849	\$ 820,509	\$ 863,332	\$ 0	\$ 863,332
Current Expenses	71,418	307,297	83,875	0	83,875
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 961,267</b>	<b>\$ 1,127,806</b>	<b>\$ 947,207</b>	<b>\$ 0</b>	<b>\$ 947,207</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 85,587	\$ 64,372	\$ 75,768	\$ 0	\$ 75,768
Highway Fund	801,680	1,063,434	871,439	0	871,439
Sewer Fund	31,000	0	0	0	0
Refuse Genl Operating Acct -SWSF	43,000	0	0	0	0
<b>Total</b>	<b>\$ 961,267</b>	<b>\$ 1,127,806</b>	<b>\$ 947,207</b>	<b>\$ 0</b>	<b>\$ 947,207</b>

## Public Building and Electrical Maintenance

## Program Description

The Public Building and Electrical Maintenance Program plans, directs, coordinates, and administers the repair, maintenance, and renovation programs for public buildings and appurtenant structures; street, park, mall, outdoor and other City lighting and electrical facilities; and communication facilities under the jurisdiction of the department. The Division also administers activities including property management; parking garage management; City employees' parking; motor pool; and security for City Hall, the Honolulu Municipal Building and certain other facilities.

## Program Highlights

The budget reflects increased funding for contractual building maintenance costs for work program projects which include repairs and improvements for the Halawa Corporation Yard, repainting of police and fire stations, renovations for satellite city hall offices, renovation and relocation for city agencies, and general repairs of city facilities.

The budget reflects continued funding for enhanced building security of city facilities.

Budget issue funding is provided for project repayment costs related to City rental housing (\$194,815) and for fire alarm training certification classes for two City electronics technicians who support island-wide Parks facilities (\$6,000).

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Work Orders for repair of building and appurtenant structures completed	#	8,291	8,000	8,000

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	171.34	170.34	170.33	0.00	170.33
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	6.87	11.00	6.87	0.00	6.87
<b>Total</b>	<b>178.21</b>	<b>181.34</b>	<b>177.20</b>	<b>0.00</b>	<b>177.20</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,652,480	\$ 4,629,598	\$ 4,757,854	\$ 0	\$ 4,757,854
Current Expenses	8,482,324	8,630,204	8,991,467	200,815	9,192,282
Equipment	6,235	7,000	8,500	0	8,500
<b>Total</b>	<b>\$ 13,141,039</b>	<b>\$ 13,266,802</b>	<b>\$ 13,757,821</b>	<b>\$ 200,815</b>	<b>\$ 13,958,636</b>

Department of Facility Maintenance

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 7,700,125	\$ 7,606,721	\$ 7,947,127	\$ 6,000	\$ 7,953,127
Highway Fund	5,190,914	5,456,081	5,606,694	0	5,606,694
Housing Development Special Fund	250,000	204,000	204,000	194,815	398,815
Total	\$ 13,141,039	\$ 13,266,802	\$ 13,757,821	\$ 200,815	\$ 13,958,636



## Automotive Equipment Services

## Program Description

The Automotive Equipment Services Program plans, directs, coordinates, and administers the vehicle and equipment repair and maintenance program for the City with the exception of programs under the Board of Water Supply, Police and Fire. It also prepares plans and specifications for the purchase of new vehicles and equipment.

## Program Highlights

The budget provides sustained funding for the use of bio-diesel, a substitute diesel fuel, to lessen the City's dependence on fossil fuel, reduce tailpipe emissions and improve air quality.

The Division also proposes to evaluate new products that may improve engine efficiency, reduce exhaust emissions, increase fuel economy, minimize component wear and extend engine life.

Budget issue funding provides \$498,905 for increased vehicle maintenance costs for the proposed island-wide recycling program.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
REPAIR AND MAINTENANCE:				
Repair Orders Processed:				
Honolulu Yard Automotive	#	4,293	4,507	4,575
Construction Equipment	#	741	763	775
Leeward Yard (Pearl City)	#	3,450	3,623	3,677
Windward Yard (Kapaa)	#	2,827	2,968	3,013
Welding Shop	#	677	687	701
Body Fender and Repair	#	554	562	574
SERVICE AND LUBRICATION:				
Vehicle lubrications (units)	#	918	1,101	1,123
Tire repair and replacements	#	2,322	2,554	2,682
STOREKEEPING:				
Purchase requisitions prepared	#	42	42	42
Purchase orders issued	#	5,556	5,246	4,721
Fuel (received) transactions	#	846	903	922

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	142.00	142.00	142.00	0.00	142.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>142.00</b>	<b>142.00</b>	<b>142.00</b>	<b>0.00</b>	<b>142.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,125,430	\$ 4,341,334	\$ 4,778,369	\$ 249,036	\$ 5,027,405
Current Expenses	6,518,455	5,574,668	5,598,105	249,869	5,847,974
Equipment	8,835	0	1,800	0	1,800
<b>Total</b>	<b>\$ 10,652,720</b>	<b>\$ 9,916,002</b>	<b>\$ 10,378,274</b>	<b>\$ 498,905</b>	<b>\$ 10,877,179</b>

## Department of Facility Maintenance

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,823,457	\$ 3,302,771	\$ 3,148,974	\$ 0	\$ 3,148,974
Highway Fund	1,167,358	1,683,656	1,531,860	0	1,531,860
Sewer Fund	1,200,000	1,231,000	1,279,092	0	1,279,092
Recycling Account - SWSF	0	0	0	498,905	498,905
Refuse Genl Operating Acct -SWSF	5,451,025	3,698,575	4,418,348	0	4,418,348
Federal Grants Fund	10,880	0	0	0	0
<b>Total</b>	<b>\$ 10,652,720</b>	<b>\$ 9,916,002</b>	<b>\$ 10,378,274</b>	<b>\$ 498,905</b>	<b>\$ 10,877,179</b>

## Roads Maintenance

## Program Description

The Road Maintenance Program maintains City roadways, sidewalks, storm drains, bridges, striping, signs, outdoor municipal parking lots, bike paths, pedestrian malls, bus stops/shelters and downtown Honolulu parks. It renders pavement maintenance to private roadways open to public use. The Division also has the responsibility of maintaining City-owned streams, channels, ditches and other flood control facilities as well as enforcing the maintenance of privately-owned streams. In addition, it maintains litter containers at bus stops and pedestrian malls, and removes graffiti within the roadway right-of-way. In the Rural Districts, it provides dead animal pickup and bulky household item collection services, and administers refuse collection services at Wahiawa, Laie, and Waialua.

## Program Highlights

The budget provides funding for in-house repair and maintenance of sidewalks and streets, the City-Waikiki Business Improvement District partnership, the repair and maintenance of publication racks, and City road maintenance services to revitalize Waikiki.

The 1.1 percent decrease in the proposed budget is due to the one-time current expense funding of \$500,000 in CDBG federal reimbursement monies for salvinia molesta removal costs in fiscal year 2004.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Catch Basins and Manholes Cleaned/Inspected	#	28,604	30,000	30,000
Drain Lines Cleaned/Inspected	Ln. Ft.	3,486,381	3,500,000	3,500,000
Curbs Mechanically/Manually Swept	Miles	40,184	45,000	45,000
Litter Containers Serviced	Times	251,543	255,000	255,000
Sidewalks Repaired (In-House)	Sq. Ft.	61,007	80,000	80,000
Bulky Items Picked Up	#	44,959	45,000	45,000
Dead Animals Picked Up	#	941	1,000	1,000
Curbs/Gutters Reconstructed	Ln. Ft.	1,500	1,500	1,500
Metal/Wood Guardrails Repaired/Installed	Ln. Ft.	1,543	1,600	1,600
Chain Link Fence Repaired/Installed	Ln. Ft.	2,655	2,700	2,700
Streams/Ditches Cleaned	#	124	130	130
Curbs Painted	Ln. Ft.	3,429	3,500	3,500
Traffic Lines Painted	Miles	691	700	700
Crosswalks Painted	#	1,011	1,200	1,200
Pavement Markers Installed	#	2,970	3,000	3,000
Traffic Signs Fabricated	#	9,171	9,000	9,000
Traffic Signs and Posts Installed/Reset/Replaced	#	5,925	6,000	6,000

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	433.00	433.00	436.72	0.00	436.72
Temporary FTE	3.78	3.78	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>436.78</b>	<b>436.78</b>	<b>436.72</b>	<b>0.00</b>	<b>436.72</b>

## Department of Facility Maintenance

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 10,314,297	\$ 11,066,070	\$ 11,340,919	\$ 0	\$ 11,340,919
Current Expenses	2,931,996	3,708,445	3,250,084	0	3,250,084
Equipment	8,852	26,950	48,400	0	48,400
<b>Total</b>	<b>\$ 13,255,145</b>	<b>\$ 14,801,465</b>	<b>\$ 14,639,403</b>	<b>\$ 0</b>	<b>\$ 14,639,403</b>

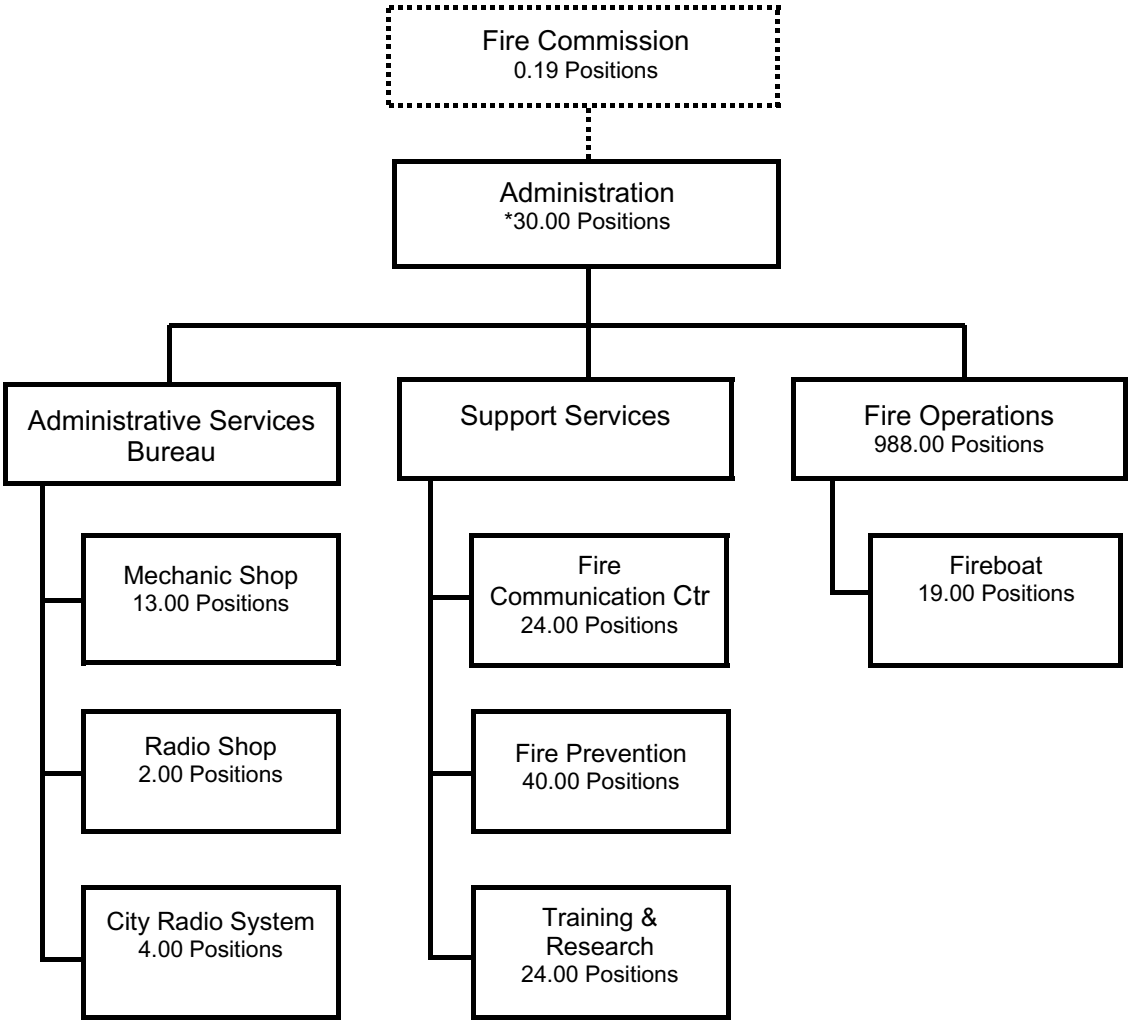
### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,459,570	\$ 2,152,693	\$ 1,767,794	\$ 0	\$ 1,767,794
Highway Fund	10,612,567	12,138,772	12,861,609	0	12,861,609
Bikeway Fund	3,008	10,000	10,000	0	10,000
Refuse Genl Operating Acct -SWSF	180,000	0	0	0	0
Community Development Fund	0	500,000	0	0	0
<b>Total</b>	<b>\$ 13,255,145</b>	<b>\$ 14,801,465</b>	<b>\$ 14,639,403</b>	<b>\$ 0</b>	<b>\$ 14,639,403</b>

# Honolulu Fire Department

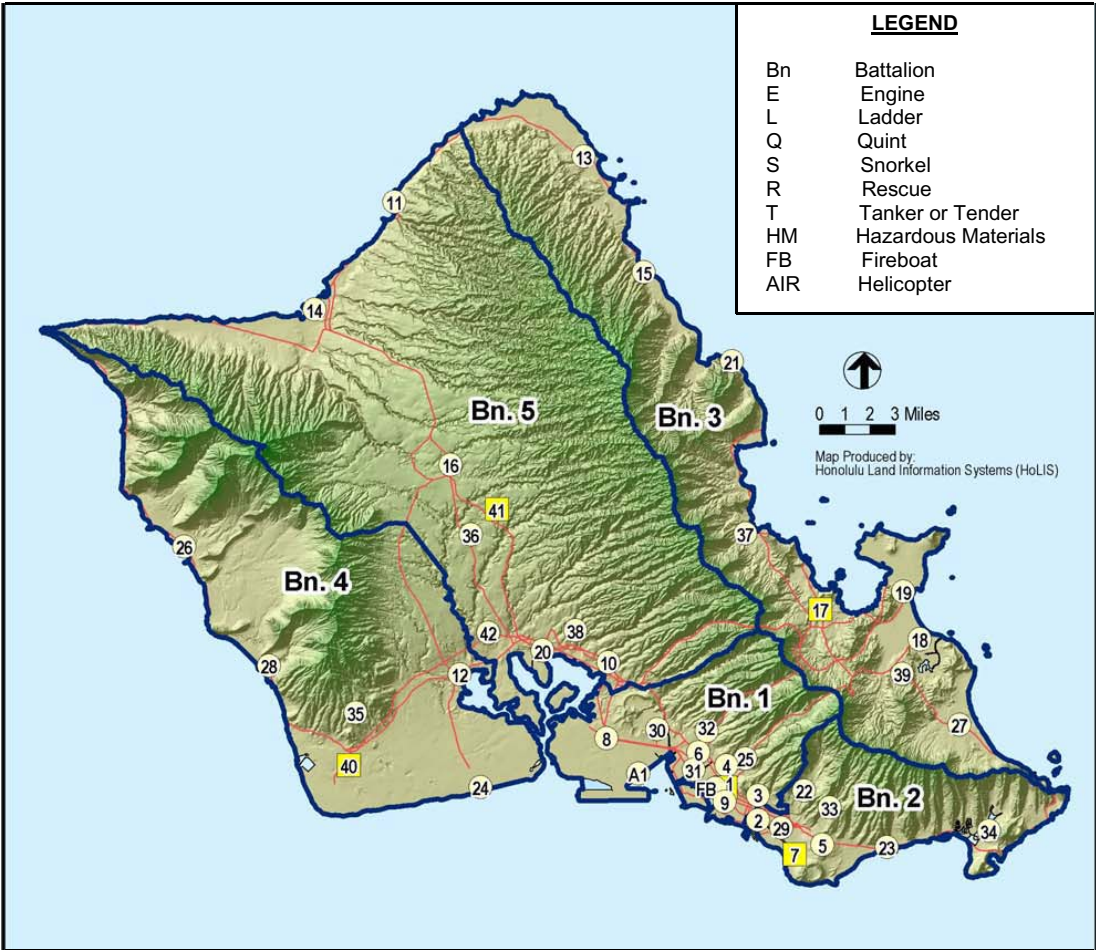
HONOLULU FIRE DEPARTMENT  
(HFD)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



\* Positions include: 3 Assistant Fire Chiefs, secretaries and professional/clerical support staff.

HONOLULU FIRE DEPARTMENT



Station	Name	Companies	Station	Name	Companies
FB	Waterfront	Fireboat	22	Manoa	E22
1	Central	Bn1, E1	23	Wailupe	E23
2	Pawaa	E2, L2, R1	24	Ewa Beach	E24
3	Makiki	E3	25	Nuuanu	E25
4	Kuakini	E4, L4	26	Waianae	E26, Q26, T26
5	Kaimuki	E5, L5	27	Waimanalo	E27
6	Kalihi	E6	28	Nanakuli	E28, T28
7	Waikiki	Bn2, E7, L7	29	McCully	E29, L29
8	Mokulele	E8	30	Moanalua	E30, L30, T30
9	Kakaako	E9, S9	31	Kalihi Kai	E31, L31, R2
10	Aiea	E10	32	Kalihi Uka	E32, HM1
11	Sunset	E11	33	Palolo	E33
12	Waipahu	E12, L12, T12	34	Hawaii Kai	E34, Q34
13	Kahuku	E13	35	Makakilo	E35
14	Waialua	E14	36	Mililani	E36
15	Hauula	E15, T15	37	Kahaluu	E37
16	Wahiawa	E16, T16	38	Waiau	E38, Q38
17	Kaneohe	Bn3, E17, L17	39	Olamana	E39
18	Kailua	E18, L18	40	Kapolei	Bn4, E40, Q40, HM2
19	Aikahi	E19	41	Mililani Mauka	Bn5, E41, Q41

## Honolulu Fire Department

### Responsibilities

The Honolulu Fire Department (HFD) is responsible for providing fire fighting, search and rescue, emergency medical, and hazardous materials response for the City and County of Honolulu. These duties are performed in a wide variety of terrain that include steep mountain ranges, wild lands, and agricultural fields; structures which make up a modern metropolitan city, including industrial complexes, business centers, government complexes, high-rise resorts, condominiums, and high-density urban residential dwellings; and the ocean surrounding the island. The Department maintains a modern and technologically advanced force of fire fighting and rescue personnel and equipment through its various activities administered by qualified professional leadership. The Department continues to develop and conduct a reliable and efficient communication systems program, a fire prevention program (which includes inspections, investigations and enforcement of fire regulations, and a fire safety education program), a fire apparatus maintenance and repair program, a training and research program, a fireboat program, and a coordinated City radio system program.

### Vision Statement

The HFD will continuously strive to meet the changing needs of our community by providing a modern and technologically advanced department. This is achieved by maintaining a high level of readiness and focusing on the professional development and training of all personnel.

### Mission Statement

The mission of the HFD is to respond to fires, emergency medical incidents, hazardous material incidents, and rescues on land and sea to save lives, property, and the environment. This mission is accomplished by:

- Promoting safety and maintaining a well equipped, highly trained, and motivated force of professional fire fighters and rescue personnel.
- Promoting fire prevention and other public safety education programs.

The HFD's motto is: "Pride, Service, Dedication."

### Goals and Objectives

1. To provide quality and proficient fire and emergency services for the City and County of Honolulu through effective and efficient management of resources.
2. To provide a proficient communications system by assessing and improving fire dispatch.
3. To provide personnel development instruction and fire fighter safety programs for the continued improvement and safety of the Department's workforce.
4. To provide training to all fire fighters at the Emergency Medical Technician (EMT)-B national level.
5. To provide nationally recognized training for all personnel through certification and accreditation.
6. To identify issues dealing with total quality management and develop efficient management of personnel and work assignments.
7. To identify and monitor County, State, and national trends and initiatives through networking with other agencies to ensure compliance with current rules and regulations.
8. To mitigate the loss of life and property through a continuance of assessing and improving fire prevention programs.

### Budget Initiatives and Highlights

The Honolulu Fire Department's proposed fiscal year 2005 budget is \$67,542,647, which reflects an increase of 3.8 percent over the current fiscal year. The increase in salaries is primarily due to collective bargaining cost increases for uniformed personnel. The decrease in current expenses is mainly due to the deletion of drydocking costs which are budgeted biennially in the Fireboat activity.

The budget also provides for one new Fire Equipment Mechanic position to repair and maintain the Honolulu Police Department's large apparatuses.

As in previous years, the budget also includes a training pool of 100 Fire Fighter Recruit positions (unfunded) to efficiently schedule and fill Fire Fighter Recruit positions in the Department. These positions are not included in the Department's position count since they are already reflected in the Department's funded vacant positions and to avoid double counting.



**Performance Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

**Fiscal Sustainability**

Target Year

Goal 1: Develop Reliable Recurring Sources of Revenue  
 Initiative 1: Commence dialogue with Administration and City Council with respect to feasibility of generating fee revenue from services such as inspections, fire reports and fire safety classes.

FY 2005

**DEPARTMENT POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	1,145.00	1,144.00	1,144.00	1.00	1,145.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.19	0.19	0.69	0.00	0.69
<b>Total</b>	<b>1,145.19</b>	<b>1,144.19</b>	<b>1,144.69</b>	<b>1.00</b>	<b>1,145.69</b>

**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 2,192,150	\$ 2,922,681	\$ 2,820,198	\$ 0	\$ 2,820,198
Fire Communication Center	1,258,241	1,221,994	1,376,575	0	1,376,575
Fire Prevention	2,294,508	2,287,604	2,620,496	0	2,620,496
Mechanic Shop	1,127,463	1,143,899	1,130,024	35,700	1,165,724
Training and Research	949,829	1,049,795	1,639,485	0	1,639,485
Radio Shop	166,759	180,422	181,622	0	181,622
Fire Operations	51,366,335	54,226,155	56,138,121	0	56,138,121
Fireboat	1,081,792	1,816,279	1,395,264	0	1,395,264
Fire Commission	4,397	7,081	7,868	0	7,868
City Radio System	171,810	197,494	197,294	0	197,294
HFD Grants	545,343	0	0	0	0
<b>Total</b>	<b>\$ 61,158,627</b>	<b>\$ 65,053,404</b>	<b>\$ 67,506,947</b>	<b>\$ 35,700</b>	<b>\$ 67,542,647</b>

## Honolulu Fire Department

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 54,386,207	\$ 57,899,869	\$ 60,807,912	\$ 35,700	\$ 60,843,612
Current Expenses	5,749,279	6,809,176	6,234,176	0	6,234,176
Equipment	1,023,141	344,359	464,859	0	464,859
<b>Total</b>	<b>\$ 61,158,627</b>	<b>\$ 65,053,404</b>	<b>\$ 67,506,947</b>	<b>\$ 35,700</b>	<b>\$ 67,542,647</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 60,613,284	\$ 65,053,404	\$ 67,506,947	\$ 35,700	\$ 67,542,647
Special Projects Fund	35,000	0	0	0	0
Federal Grants Fund	510,343	0	0	0	0
<b>Total</b>	<b>\$ 61,158,627</b>	<b>\$ 65,053,404</b>	<b>\$ 67,506,947</b>	<b>\$ 35,700</b>	<b>\$ 67,542,647</b>

## Administration

## Program Description

The Administration Division plans and administers activities to protect life and property by preventing and mitigating fires and emergencies and coordinating fire fighting, first responder assistance and rescue services with other agencies and organizations. It also evaluates and purchases all equipment and apparatuses needed by the department; implements the personnel functions; and manages the activities of Waipahu Maintenance Facility. The division also coordinates repair and maintenance of 46 fire station work sites and oversees the department's Capital Improvement Program; plans and administers data collection and analysis to develop programs; and identifies national trends in order to recommend program direction.

## Program Highlights

The Administration program budget of \$2,820,198 reflects a decrease of 3.5 percent from the current fiscal year. The decrease is primarily due to a decrease in grant matching funds.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
New Appointments	#	52	50	55
Resignations	#	6	5	5
Suspensions	#	8	3	5
Retirements	#	45	55	50
Reprimands	#	4	5	5
Dismissals	#	1	2	1
Promotions	#	118	70	70

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	31.00	30.00	30.00	0.00	30.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>31.00</b>	<b>30.00</b>	<b>30.00</b>	<b>0.00</b>	<b>30.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,382,990	\$ 1,535,428	\$ 1,565,098	\$ 0	\$ 1,565,098
Current Expenses	719,753	1,352,794	1,220,641	0	1,220,641
Equipment	89,407	34,459	34,459	0	34,459
<b>Total</b>	<b>\$ 2,192,150</b>	<b>\$ 2,922,681</b>	<b>\$ 2,820,198</b>	<b>\$ 0</b>	<b>\$ 2,820,198</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,192,150	\$ 2,922,681	\$ 2,820,198	\$ 0	\$ 2,820,198
<b>Total</b>	<b>\$ 2,192,150</b>	<b>\$ 2,922,681</b>	<b>\$ 2,820,198</b>	<b>\$ 0</b>	<b>\$ 2,820,198</b>

## Honolulu Fire Department

### Fire Communication Center

#### Program Description

The Fire Communication Center operates a central communication center which processes fire, rescue and other related calls and business calls. It provides information on behalf of the Fire Department; dispatches the proper type and number of companies required at an incident; monitors other City, State and Federal agencies' communications; and maintains maps, card files of streets, hydrants and other pertinent information for the rapid and accurate dispatching of fire units.

#### Program Highlights

The Fire Communication Center program budget of \$1,376,575 reflects an increase of 12.6 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases and an increase in funded uniform vacancies.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
ALARMS:				
Fire Alarms	#	5,137	5,500	6,000
Rescues/EMS	#	16,883	17,500	18,000
Others	#	7,990	8,500	9,000
TOTAL ALARMS	#	30,010	31,500	33,000
E911 Calls	#	17,908	60,000	61,000
Statistical Information Requests	#	59	65	70
Estimated Non-Emergency Calls	#	320	350	400

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	24.00	24.00	24.00	0.00	24.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>0.00</b>	<b>24.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,158,433	\$ 1,169,644	\$ 1,320,725	\$ 0	\$ 1,320,725
Current Expenses	99,808	52,350	55,850	0	55,850
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,258,241</b>	<b>\$ 1,221,994</b>	<b>\$ 1,376,575</b>	<b>\$ 0</b>	<b>\$ 1,376,575</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,258,241	\$ 1,221,994	\$ 1,376,575	\$ 0	\$ 1,376,575
<b>Total</b>	<b>\$ 1,258,241</b>	<b>\$ 1,221,994</b>	<b>\$ 1,376,575</b>	<b>\$ 0</b>	<b>\$ 1,376,575</b>

## Fire Prevention

## Program Description

The Fire Prevention Bureau enforces adopted fire regulations to ensure public safety; inspects, detects and corrects potential fire hazards; investigates all significant fires to determine "causes" and "point of origin"; estimates values of losses; reviews building construction plans for installation of fire protection and fire control equipment and conducts continuous public education to reduce loss of life.

## Program Highlights

The Fire Prevention program budget of \$2,620,496 reflects an increase of 14.6 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel and an increase in funded uniform vacancies.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Inspections (occupancy)	#	2,564	3,000	3,200
License & Permit Issued	#	481	490	500
Building Plans Approved	#	1,355	1,375	1,380
Fire Alarm System Test	#	243	230	220
Fire Investigations	#	131	120	115
Government/Private Referrals	#	472	500	525
Correspondence	#	678	700	700
Systems Follow-up Inspection	#	355	310	300
Rangehood Follow-up Inspection	#	283	265	250
Public Education Presentation	#	290	310	320

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	40.00	40.00	40.00	0.00	40.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.50	0.00	0.50
<b>Total</b>	<b>40.00</b>	<b>40.00</b>	<b>40.50</b>	<b>0.00</b>	<b>40.50</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,967,557	\$ 2,018,554	\$ 2,323,946	\$ 0	\$ 2,323,946
Current Expenses	326,951	269,050	289,050	0	289,050
Equipment	0	0	7,500	0	7,500
<b>Total</b>	<b>\$ 2,294,508</b>	<b>\$ 2,287,604</b>	<b>\$ 2,620,496</b>	<b>\$ 0</b>	<b>\$ 2,620,496</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,294,508	\$ 2,287,604	\$ 2,620,496	\$ 0	\$ 2,620,496
<b>Total</b>	<b>\$ 2,294,508</b>	<b>\$ 2,287,604</b>	<b>\$ 2,620,496</b>	<b>\$ 0</b>	<b>\$ 2,620,496</b>

## Honolulu Fire Department

### Mechanic Shop

#### Program Description

The Mechanic Shop maintains fire apparatuses and fire equipment to meet National Fire Protection Agency (NFPA) standards; maintains test pumps, aerial ladders, ground ladders to meet NFPA specifications; and services and maintains all fire equipment and other motor vehicles and equipment. The Mechanic Shop also maintains the Honolulu Police Department's (HPD's) large apparatuses.

#### Program Highlights

The Mechanic Shop program budget of \$1,165,724 reflects an increase of 1.9 percent over the current fiscal year and provides for the current level of services.

The budget also provides for one new Fire Equipment Mechanic position to repair and maintain the HPD's large vehicles.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Average down time of all Vehicles and Apparatuses	Hours	30.0	27.0	27.0
Trouble calls greater than one hour of down time	#	879	600	600
Non-scheduled work orders (minor repairs) one hour down time	#	440	850	850
Preventive Maintenance Service	#	1,535	1,200	1,200
Major Apparatus Repairs	#	12	10	10
Design Modifications	#	59	30	30
Annual Pump Capacity Tests	#	45	60	60
Annual Aerial Ladder Tests	#	18	19	19
Aerial Fly Services	#	253	317	317
DOT Apparatus Safety Inspections	#	211	300	300
Fire Apparatuses Maintained	#	83	85	85
Auxiliary Vehicles Maintained	#	81	85	85
Rescue Boats Maintained	#	11	11	11
Misc. Fire Equipment Repairs	#	599	600	600
Fire Hose Repairs	#	887	500	500

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	13.00	13.00	13.00	1.00	14.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>	<b>1.00</b>	<b>14.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 455,742	\$ 514,924	\$ 506,104	\$ 35,700	\$ 541,804
Current Expenses	592,516	611,475	612,420	0	612,420
Equipment	79,205	17,500	11,500	0	11,500
<b>Total</b>	<b>\$ 1,127,463</b>	<b>\$ 1,143,899</b>	<b>\$ 1,130,024</b>	<b>\$ 35,700</b>	<b>\$ 1,165,724</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,127,463	\$ 1,143,899	\$ 1,130,024	\$ 35,700	\$ 1,165,724
Total	\$ 1,127,463	\$ 1,143,899	\$ 1,130,024	\$ 35,700	\$ 1,165,724

Training and Research

Program Description

The Training and Research Bureau (TRB) develops fire suppression techniques; conduct emergency medical instruction; prepares, instructs and evaluates training programs; and researches and evaluates specifications of fire apparatus, equipment and current educational training programs. The TRB is also assigned the task of rehabilitation at major incidents involving typically six or more fire companies.

Program Highlights

The Training and Research program budget of \$1,639,485 reflects an increase of 56.2 percent over the current fiscal year. The majority of the increase is due to the following:

1. Funding for overtime to comply with the Fair Labor Standards Act (FLSA) and to support the continued operation of the Rehabilitation Team. The Rehabilitation Team is responsible for monitoring the physical and mental capabilities of fire fighters during emergency operations. The services provided by this team have resulted in a major reduction of heat exhaustion and other injuries associated with the lack of proper medical attention, rest, hydration and nourishment.
2. Funding to fill the five previously authorized positions: one Battalion Fire Chief, three Fire Captains, and one Fire Fighter III; to create and manage two new programs in the TRB: Certification and Weapons of Mass Destruction. Both of these programs are crucial to ensuring that the HFD can meet the current and future demands being placed upon the department.
3. Funding for new fire fighting equipment for training purposes to ensure that HFD recruits are fully able to perform their duties as soon as they graduate from recruit training. The new equipment will also allow the TRB personnel to train incumbent fire fighters on the latest technology being purchased by the HFD.

Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Recruit Training - Initial	Students	88	80	80
First Responder Training	Students	58	1,150	50
Company Performance Assessments	Students	300	850	850
Officer Training Class	Students	0	10	70
Apparatus Operations Training	Students	0	80	100
Driver Training Upgrade	Students	54	30	30
Driver Training Annual/Recertification	Students	234	300	300
Field Driver Certification	Students	45	45	45
EVOC Training	Students	0	60	80
Instructor Training Classes	Students	60	100	100
Water Safety Program	Students	384	390	390
Basic Life Support/AED	Students	1,022	250	1,250
Incident Command Training	Students	90	120	150
Hazardous Materials/Rescue Technician Training	Students	35	60	60
HazMat Technician Refresher Training	Students	129	145	150
Hazardous Materials First Responder Training-Initial	Students	42	28	30
Hazardous Materials Incident Command Class	Students	75	60	60
Rescue Systems Training	Students	35	80	80
Flashover Awareness Training	Students	42	28	30
Weapons of Mass Destruction	Students	42	28	30
Certification Program	Students	0	28	80
Third Party Evaluator	Students	30	60	60
EMT-B Training Initial	Students	83	70	80
EMT-B Upgrade (Bridge)	Students	129	0	80
Bystander CPR	Students	2,294	2,000	2,000
National Fire Academy Courses	Students	92	100	100



**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	24.00	24.00	24.00	0.00	24.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>24.00</b>	<b>24.00</b>	<b>24.00</b>	<b>0.00</b>	<b>24.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 797,560	\$ 903,268	\$ 1,416,394	\$ 0	\$ 1,416,394
Current Expenses	129,979	127,527	158,135	0	158,135
Equipment	22,290	19,000	64,956	0	64,956
<b>Total</b>	<b>\$ 949,829</b>	<b>\$ 1,049,795</b>	<b>\$ 1,639,485</b>	<b>\$ 0</b>	<b>\$ 1,639,485</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 949,829	\$ 1,049,795	\$ 1,639,485	\$ 0	\$ 1,639,485
<b>Total</b>	<b>\$ 949,829</b>	<b>\$ 1,049,795</b>	<b>\$ 1,639,485</b>	<b>\$ 0</b>	<b>\$ 1,639,485</b>

## Honolulu Fire Department

### Radio Shop

#### Program Description

The Radio Shop provides an island-wide Fire and Rescue Radio Communication System for dispatching and coordinating units to an official fire, medical, and rescue activity. System planning and design, equipment specifications, installations, adjustment, testing and maintenance are included in this activity. The Radio Shop also maintains other electronics equipment, such as sirens, light bars, battery chargers, pagers, video cassette recorders and Opticom (traffic signal changing) units. The equipment for the Automatic Vehicle Locator will soon be maintained under this program.

#### Program Highlights

The Radio Shop program budget of \$181,622 reflects an increase of 0.7 percent over current fiscal year and provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Installation, Removal and Reinstallations Made	#	102	60	120
Frequency Measurements and Preventive Maintenance Made	#	43	21	15
Service and Repairs Made	#	588	641	699
Planning and Training	#	17	81	90

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	2.00	2.00	2.00	0.00	2.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>2.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 100,876	\$ 103,472	\$ 103,472	\$ 0	\$ 103,472
Current Expenses	65,883	68,850	70,050	0	70,050
Equipment	0	8,100	8,100	0	8,100
<b>Total</b>	<b>\$ 166,759</b>	<b>\$ 180,422</b>	<b>\$ 181,622</b>	<b>\$ 0</b>	<b>\$ 181,622</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 166,759	\$ 180,422	\$ 181,622	\$ 0	\$ 181,622
<b>Total</b>	<b>\$ 166,759</b>	<b>\$ 180,422</b>	<b>\$ 181,622</b>	<b>\$ 0</b>	<b>\$ 181,622</b>

## Fire Operations

## Program Description

The Fire Operations activity provides fire protection, suppression, rescue and emergency services; conducts dwelling and commercial building inspections; and provides commercial and industrial pre-fire planning for the entire island of Oahu which is approximately 604 square miles.

## Program Highlights

The Fire Operations program budget of \$56,138,121 reflects an increase of 3.5 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Fire Alarm Responses	#	13,127	14,000	15,000
Rescue and Emergency Calls	#	16,883	17,500	18,000
Hazmat Unit Responses	#	265	300	350
Helicopter Responses:				
Fire Alarms	#	47	55	50
Search and Rescue	#	313	390	400
Training	Hours	157.1	130	150
Fire Prevention Inspections	#	225,000	230,000	230,000

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	988.00	988.00	988.00	0.00	988.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>988.00</b>	<b>988.00</b>	<b>988.00</b>	<b>0.00</b>	<b>988.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 47,446,954	\$ 50,533,120	\$ 52,238,442	\$ 0	\$ 52,238,442
Current Expenses	3,623,300	3,439,035	3,635,635	0	3,635,635
Equipment	296,081	254,000	264,044	0	264,044
<b>Total</b>	<b>\$ 51,366,335</b>	<b>\$ 54,226,155</b>	<b>\$ 56,138,121</b>	<b>\$ 0</b>	<b>\$ 56,138,121</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 51,366,335	\$ 54,226,155	\$ 56,138,121	\$ 0	\$ 56,138,121
<b>Total</b>	<b>\$ 51,366,335</b>	<b>\$ 54,226,155</b>	<b>\$ 56,138,121</b>	<b>\$ 0</b>	<b>\$ 56,138,121</b>

## Honolulu Fire Department

### Fireboat

#### Program Description

The Fireboat activity protects life and property during fires and emergencies on the water front and in adjoining shoreline areas.

#### Program Highlights

The Fireboat program budget of \$1,395,264 reflects a decrease of 23.2 percent from the current fiscal year. The decrease is primarily due to the deletion of drydocking costs which are budgeted biennially.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Fire Alarm Responses	#	3,120	3,200	3,250
Rescues and Emergency Responses	#	16,856	16,900	16,950
Service Calls	#	1,219	1,250	1,300
Boat Maintenance	Hours	900	900	900
Pre-fire Planning Studies	#	16	30	45

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	19.00	19.00	19.00	0.00	19.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.00</b>	<b>19.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 911,474	\$ 960,354	\$ 1,167,539	\$ 0	\$ 1,167,539
Current Expenses	152,959	855,925	157,225	0	157,225
Equipment	17,359	0	70,500	0	70,500
<b>Total</b>	<b>\$ 1,081,792</b>	<b>\$ 1,816,279</b>	<b>\$ 1,395,264</b>	<b>\$ 0</b>	<b>\$ 1,395,264</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,081,792	\$ 1,816,279	\$ 1,395,264	\$ 0	\$ 1,395,264
<b>Total</b>	<b>\$ 1,081,792</b>	<b>\$ 1,816,279</b>	<b>\$ 1,395,264</b>	<b>\$ 0</b>	<b>\$ 1,395,264</b>

## Fire Commission

## Program Description

The Fire Commission acts as a liaison between the department and the citizens of the City and County of Honolulu. It handles all complaints against the department, as well as assisting the department in obtaining sufficient resources from the City to complete its mission.

## Program Highlights

The Fire Commission program budget of \$7,868 reflects an increase of 11.1 percent and provides for the current level of services.

PROGRAM POSITIONS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	0.00	0.00	0.00	0.00	0.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.19	0.19	0.19	0.00	0.19
<b>Total</b>	<b>0.19</b>	<b>0.19</b>	<b>0.19</b>	<b>0.00</b>	<b>0.19</b>

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,392	\$ 6,081	\$ 6,168	\$ 0	\$ 6,168
Current Expenses	5	1,000	1,700	0	1,700
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,397</b>	<b>\$ 7,081</b>	<b>\$ 7,868</b>	<b>\$ 0</b>	<b>\$ 7,868</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,397	\$ 7,081	\$ 7,868	\$ 0	\$ 7,868
<b>Total</b>	<b>\$ 4,397</b>	<b>\$ 7,081</b>	<b>\$ 7,868</b>	<b>\$ 0</b>	<b>\$ 7,868</b>

## Honolulu Fire Department

### City Radio System

#### Program Description

The City Radio System administers, maintains and repairs the City's island-wide radio system which is operational 24 hours daily. This system is used by other City agencies for normal operations, as well as emergencies, and natural and national disasters. Also included in this program is an island-wide City paging system serving well over twelve hundred (1,200) pagers. The Oahu Civil Defense and the Ocean Safety Division operate on the City's 800 MHz Trunk Radio System; their radios and radio consoles are also maintained under this program.

#### Program Highlights

The City Radio System program budget of \$197,294 reflects a decrease of 0.1 percent from the current fiscal year and provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Installation, Removal and Reinstallations Made	#	44	23	25
Frequency Measurements and Preventive Maintenance Made	#	10	2	5
Service and Repairs Made	#	834	1,045	1,309

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	4.00	4.00	4.00	0.00	4.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>0.00</b>	<b>4.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 146,224	\$ 155,024	\$ 160,024	\$ 0	\$ 160,024
Current Expenses	25,586	31,170	33,470	0	33,470
Equipment	0	11,300	3,800	0	3,800
<b>Total</b>	<b>\$ 171,810</b>	<b>\$ 197,494</b>	<b>\$ 197,294</b>	<b>\$ 0</b>	<b>\$ 197,294</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 171,810	\$ 197,494	\$ 197,294	\$ 0	\$ 197,294
<b>Total</b>	<b>\$ 171,810</b>	<b>\$ 197,494</b>	<b>\$ 197,294</b>	<b>\$ 0</b>	<b>\$ 197,294</b>

## HFD Grants

**Program Description**

This activity will account for all Federal and State grants received and expended by the department to supplement City funds in the accomplishment of the department's mission.

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	0.00	0.00	0.00	0.00	0.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 14,005	\$ 0	\$ 0	\$ 0	\$ 0
Current Expenses	12,539	0	0	0	0
Equipment	518,799	0	0	0	0
<b>Total</b>	<b>\$ 545,343</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Special Projects Fund	\$ 35,000	\$ 0	\$ 0	\$ 0	\$ 0
Federal Grants Fund	510,343	0	0	0	0
<b>Total</b>	<b>\$ 545,343</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

---

***This Page Intentionally Left Blank***

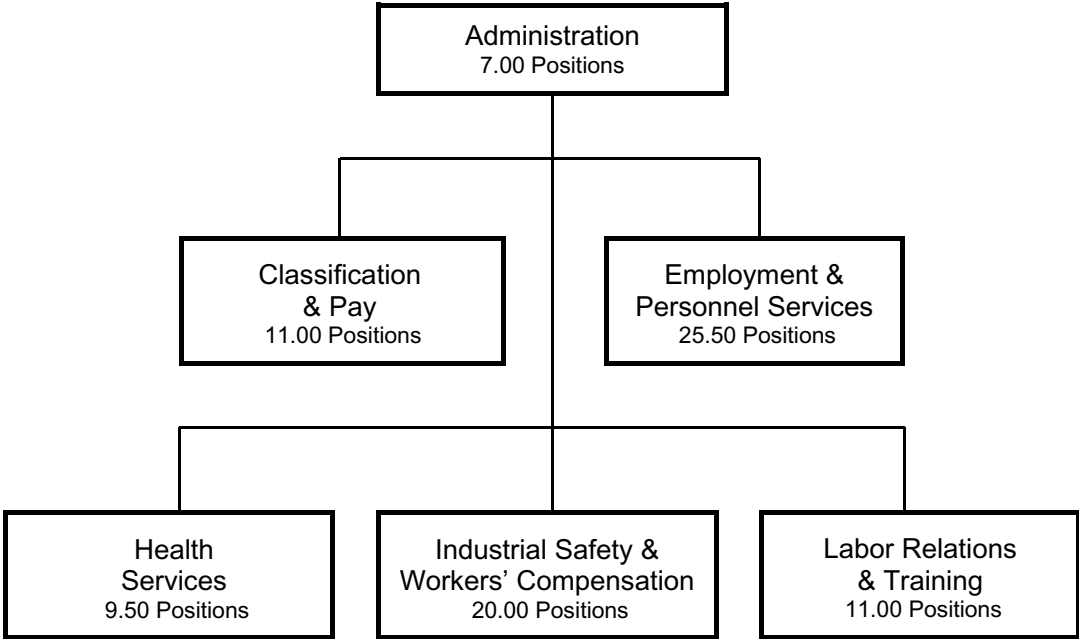
---



# Department of Human Resources

DEPARTMENT OF HUMAN RESOURCES  
(DHR)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of Human Resources

### Responsibilities

The Department of Human Resources is the central personnel staff agency for the City. The Department's primary purpose, as reflected in the City Charter, is to establish a comprehensive personnel management program based on merit principles and generally accepted methods governing the classification of positions and the employment, conduct, movement and separation of public employees. DHR is charged with building a career service designed to attract, select and retain, on a merit basis, the best qualified civil servants. DHR negotiates and administers nine collective bargaining agreements covering City employees. The Department administers programs in training, health services, safety, workers' compensation, incentives and awards, and employee assistance.

### Mission Statement

To support and shape the City's ability to attract, develop and retain the best workforce possible by providing quality service and promoting fairness and integrity.

### Goals and Objectives

1. To develop and implement new and innovative Human Resources programs.
2. To improve the department's efficiency.
3. To utilize leading technology.

### Budget Initiatives and Highlights

The department's proposed budget of \$4,484,332 reflects a 0.6 percent increase over the current fiscal year.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Lost Time Industrial Injuries	#	515	550	550
Response Time for Certification of Eligibles (without list)	Days	120	90	80
Classification Requests Completed within 30 Days of Receipt	%	76	75	75

### Fiscal Sustainability

	<u>Target Year</u>
Goal 1: <u>Maximize Operational Efficiency</u>	
Initiative 1: Improve personnel actions processing	
(a) Develop electronic workflow process to create and reallocate positions, process position descriptions and personnel service contracts	FY 2004
(b) Eliminate pre-employment physicals for certain classes	FY 2004
(c) Develop a new medical questionnaire form	FY 2004
(d) Develop and update personnel policies and procedures	FY 2004
Initiative 2: Automate personnel management processes and access information	
(a) Develop personnel policies and procedures on City Intranet	FY 2005
(b) Develop Department of Human Resources' Webpage	FY 2004
(c) Develop new integrated Financial/Human Resources Management System	FY 2005
(d) Design and implement an applicant processing program	FY 2004
(e) Develop Employee Benefits Summary Statement	FY 2005
(f) Develop wage costing program	TBD

## Department of Human Resources

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	82.50	82.50	82.50	0.00	82.50
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.50	1.50	1.50	0.00	1.50
<b>Total</b>	<b>84.00</b>	<b>84.00</b>	<b>84.00</b>	<b>0.00</b>	<b>84.00</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 473,823	\$ 487,348	\$ 487,348	\$ 0	\$ 487,348
Employment and Personnel Services	1,127,880	1,182,625	1,181,685	0	1,181,685
Classification and Pay	650,402	651,840	627,926	0	627,926
Health Services	406,087	466,525	518,049	0	518,049
Industrial Safety and Workers' Compensation	877,925	879,922	884,662	0	884,662
Labor Relations and Training	795,797	790,372	784,662	0	784,662
<b>Total</b>	<b>\$ 4,331,914</b>	<b>\$ 4,458,632</b>	<b>\$ 4,484,332</b>	<b>\$ 0</b>	<b>\$ 4,484,332</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,968,818	\$ 4,055,590	\$ 4,128,190	\$ 0	\$ 4,128,190
Current Expenses	363,096	403,042	356,142	0	356,142
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,331,914</b>	<b>\$ 4,458,632</b>	<b>\$ 4,484,332</b>	<b>\$ 0</b>	<b>\$ 4,484,332</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,331,914	\$ 4,458,632	\$ 4,484,332	\$ 0	\$ 4,484,332
<b>Total</b>	<b>\$ 4,331,914</b>	<b>\$ 4,458,632</b>	<b>\$ 4,484,332</b>	<b>\$ 0</b>	<b>\$ 4,484,332</b>

**Administration****Program Description**

Included in the Administration office for the Department of Human Resources is the Equal Opportunity Office program. This program is responsible for promoting, coordinating and monitoring the compliance of the City with federal, State, and City laws on equal employment, affirmative action, sexual harassment, ADA compliance, civil rights and other employment discrimination issues. The program also oversees, monitors and evaluates the handling of complaints and charges of discrimination.

**Program Highlights**

The proposed budget of \$487,348 is the same as the current fiscal year.

<b>PROGRAM POSITIONS</b>					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	6.00	6.00	6.00	0.00	6.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>

<b>CHARACTER OF EXPENDITURES</b>					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 406,416	\$ 415,416	\$ 415,416	\$ 0	\$ 415,416
Current Expenses	67,407	71,932	71,932	0	71,932
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 473,823</b>	<b>\$ 487,348</b>	<b>\$ 487,348</b>	<b>\$ 0</b>	<b>\$ 487,348</b>

<b>SOURCE OF FUNDS</b>					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 473,823	\$ 487,348	\$ 487,348	\$ 0	\$ 487,348
<b>Total</b>	<b>\$ 473,823</b>	<b>\$ 487,348</b>	<b>\$ 487,348</b>	<b>\$ 0</b>	<b>\$ 487,348</b>

## Department of Human Resources

### Employment and Personnel Services

#### Program Description

This program plans, develops, and administers the City's recruitment, examination, and employee services programs; recruits personnel for City jobs; evaluates candidates' qualifications and suitability; develops and administers examinations to establish eligible lists; refers names of qualified candidates to fill departmental personnel functions; develops new personnel programs; administers the City's employee recognition programs; administers audit and employee records management activities; coordinates development of personnel rules; assists departments and coordinates with other personnel management processes on resolving problems in recruitment, examinations, selection, placement, personnel transactions, benefits, and related matters.

#### Program Highlights

The proposed budget of \$1,181,685 reflects a 0.1 percent decrease from the current fiscal year.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Jobs Announced	#	104	120	150
Employment Applications Screened	#	11,346	15,000	15,000
Applicants Placed on Eligible Lists	#	4,185	5,000	5,000
Vacancies Filled from Applicants Referred	#	564	400	475
Time Between the Receipt and Certification of Request for Eligibles With Current Eligible List	Days	30	30	30
Accession Services	#	919	1,000	1,000
Transactions Audited/Processed	#	16,010	16,000	17,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	25.00	25.00	25.00	0.00	25.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.50	0.50	0.50	0.00	0.50
<b>Total</b>	<b>25.50</b>	<b>25.50</b>	<b>25.50</b>	<b>0.00</b>	<b>25.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,085,461	\$ 1,129,308	\$ 1,128,368	\$ 0	\$ 1,128,368
Current Expenses	42,419	53,317	53,317	0	53,317
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,127,880</b>	<b>\$ 1,182,625</b>	<b>\$ 1,181,685</b>	<b>\$ 0</b>	<b>\$ 1,181,685</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,127,880	\$ 1,182,625	\$ 1,181,685	\$ 0	\$ 1,181,685
<b>Total</b>	<b>\$ 1,127,880</b>	<b>\$ 1,182,625</b>	<b>\$ 1,181,685</b>	<b>\$ 0</b>	<b>\$ 1,181,685</b>

## Classification and Pay

### Program Description

This program plans, develops and administers classification and pay plans; conducts classification reviews and prepares and revises class specifications; recommends pricing for new classes established; researches and recommends classification and pay practices; participates in state-wide meetings on repricing review activities and surveys, and in collective bargaining pay and repricing negotiations; assists departments and coordinates with other personnel management processes on personnel implications in reorganization, reassignment of work, creation of new classes, and related matters.

### Program Highlights

The proposed budget of \$627,926 reflects a 3.7 percent decrease from the current fiscal year due to a decrease in funding for vacant positions.

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Position Class Reviews Completed	#	1,498	1,200	1,200
New Classes Established (C&C)	#	10	10	10
New Classes Reviewed (Other Jurisdictions)	#	104	100	100

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	11.00	11.00	11.00	0.00	11.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>0.00</b>	<b>11.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 646,863	\$ 646,920	\$ 623,006	\$ 0	\$ 623,006
Current Expenses	3,539	4,920	4,920	0	4,920
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 650,402</b>	<b>\$ 651,840</b>	<b>\$ 627,926</b>	<b>\$ 0</b>	<b>\$ 627,926</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 650,402	\$ 651,840	\$ 627,926	\$ 0	\$ 627,926
<b>Total</b>	<b>\$ 650,402</b>	<b>\$ 651,840</b>	<b>\$ 627,926</b>	<b>\$ 0</b>	<b>\$ 627,926</b>

## Department of Human Resources

### Health Services

#### Program Description

This activity plans, develops, and conducts the pre-employment and annual physical examination program of current and prospective employees; provides Medical Review Officer services to review drug testing results on police officers, fire fighters and pre-employment applicants; provides medical evaluations for workers' compensation cases and non-workers' compensation cases; performs fitness for duty examinations; performs drawing of blood alcohol testing for the DUI (Driving Under the Influence) program and provides expert witness testimony in court.

#### Program Highlights

The proposed budget of \$518,049 reflects an 11 percent increase over the current fiscal year. The increase is primarily due to the filling of a Personnel Program Administrator position to head the division and the proposed establishment of a Physician Assistant classification to provide permanent staffing for the physical examination program.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Pre-Employment Examinations	#	799	690	650
Annual Physicals	#	3,278	3,380	3,380
Alcohol Determinations	#	300	270	310
Court Appearances	#	3	20	20
Laboratory Procedures	#	8,347	8,400	8,400
Subpoenas	#	176	200	200
Vision Testing	#	4,200	4,000	4,300
Hearing Testing	#	4,387	4,200	4,400
EKG	#	2,142	2,000	2,200
Pulmonary Function Testing	#	938	900	1,000
Drug Screening Collections	#	513	600	610
MRO Reviews	#	3,370	3,200	3,300
Physician Follow-Up	#	609	650	610

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	9.50	9.50	9.50	0.00	9.50
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>0.00</b>	<b>9.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 325,291	\$ 356,650	\$ 457,174	\$ 0	\$ 457,174
Current Expenses	80,796	109,875	60,875	0	60,875
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 406,087</b>	<b>\$ 466,525</b>	<b>\$ 518,049</b>	<b>\$ 0</b>	<b>\$ 518,049</b>



SOURCE OF FUNDS						
		FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$	406,087	\$ 466,525	\$ 518,049	\$ 0	\$ 518,049
Total	\$	406,087	\$ 466,525	\$ 518,049	\$ 0	\$ 518,049

## Department of Human Resources

### Industrial Safety and Workers' Compensation

#### Program Description

This activity plans, develops, promotes, coordinates and maintains a city-wide safety program; administers the centralized City's Workers' Compensation program; administers the City limited duty rehabilitation and placement programs; assists departments and coordinates with other personnel management processes in resolving industrial injury and safety related problems.

#### Program Highlights

The proposed budget of \$884,662 reflects a 0.5 percent increase over the current fiscal year.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Safety Investigations	#	9	12	12
Vehicle Accidents Reviewed by VARC	#	347	350	350
Avoidable Vehicle Accidents	#	210	250	250
Number of Lost Time Injuries	#	515	550	550
Beginning Active WC Cases	#	1,615	1,400	1,400
WC Claims Opened or Reopened	#	2,114	2,000	2,000
WC Claims Closed	#	2,227	2,000	2,000
Continuing Active WC Claims	#	1,502	1,400	1,400
WC Claims Handled by Adjuster	#	310	325	325
Disabled Employees Assisted by Vocational Rehab Unit	#	335	350	350

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	20.00	20.00	20.00	0.00	20.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>20.00</b>	<b>20.00</b>	<b>20.00</b>	<b>0.00</b>	<b>20.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 851,185	\$ 853,572	\$ 856,212	\$ 0	\$ 856,212
Current Expenses	26,740	26,350	28,450	0	28,450
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 877,925</b>	<b>\$ 879,922</b>	<b>\$ 884,662</b>	<b>\$ 0</b>	<b>\$ 884,662</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 877,925	\$ 879,922	\$ 884,662	\$ 0	\$ 884,662
<b>Total</b>	<b>\$ 877,925</b>	<b>\$ 879,922</b>	<b>\$ 884,662</b>	<b>\$ 0</b>	<b>\$ 884,662</b>

## Labor Relations and Training

## Program Description

This program plans, develops and administers the City's labor relations, personnel development and training programs; administers collective bargaining agreements; leads and participates in collective bargaining negotiations; conducts Step 3 grievance hearings and advocates arbitration cases; assists departments with personnel management, discipline and training issues.

## Program Highlights

The proposed budget of \$784,662 reflects a 0.7 percent decrease from the current fiscal year.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Collective Bargaining Agreements Negotiated	#	8	4	8
Grievances Resolved	#	150	150	150
Grievances Received Per FY/Total Grievances On Hand	#	158/393	150/325	150/325
Step 3 Decisions	#	109	100	100
Arbitrations Completed	#	30	15	15
Grievances Resolved by Settlement Agreement	#	59	40	40
Settlement Agreement % of All Cases	%	15	15	15
Employees Trained	#	6,318	3,000	3,000
Training	Hours	19,464	12,000	12,500
Apprentices Completing Program	#	26	20	20

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	11.00	11.00	11.00	0.00	11.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>0.00</b>	<b>11.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 653,602	\$ 653,724	\$ 648,014	\$ 0	\$ 648,014
Current Expenses	142,195	136,648	136,648	0	136,648
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 795,797</b>	<b>\$ 790,372</b>	<b>\$ 784,662</b>	<b>\$ 0</b>	<b>\$ 784,662</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 795,797	\$ 790,372	\$ 784,662	\$ 0	\$ 784,662
<b>Total</b>	<b>\$ 795,797</b>	<b>\$ 790,372</b>	<b>\$ 784,662</b>	<b>\$ 0</b>	<b>\$ 784,662</b>

---

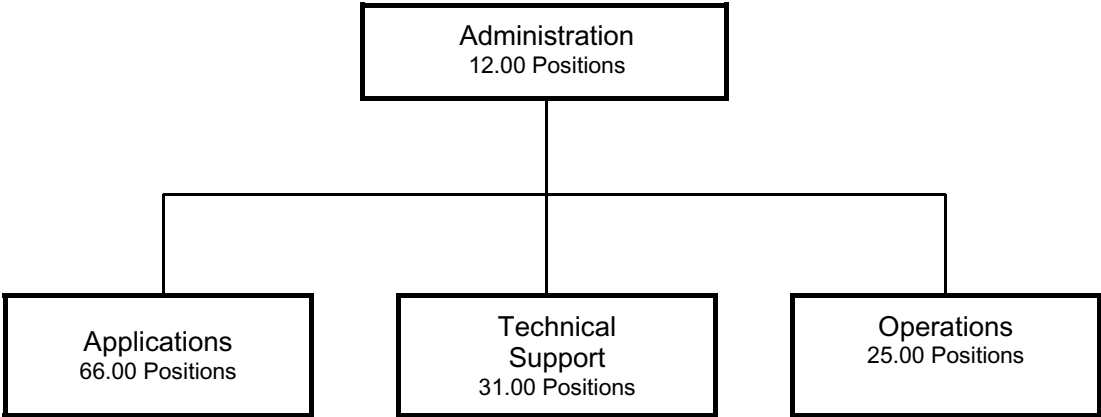
***This Page Intentionally Left Blank***

---

# Department of Information Technology

DEPARTMENT OF INFORMATION TECHNOLOGY  
(DIT)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Department of Information Technology

### Responsibilities

The Department of Information Technology (DIT) plans, directs and coordinates the City's Information Technology implementation, excluding those systems maintained by the Board of Water Supply and any other semi-autonomous agencies created by ordinance. The department also provides technical expertise in electronic data processing to the City government and assists the Managing Director in the management of information technology implementation.

### Mission Statement

To provide information technology services, guidance, and direction for City agencies to serve the public in a cost-effective and efficient manner. To secure and protect the City and HPD network infrastructure from outside cyber attack. To provide the City a stable and robust electronic working environment.

### Goals and Objectives

1. To apply technology to serve the public interest; operate and maintain a cost-effective and efficient computer network and facility; optimize the use of technological resources and expertise.
2. To provide a strategic technological direction for the City, including the infrastructure, standards, strategies, and policies; computer resources security from unauthorized access; and an environment that promotes user self-sufficiency.
3. To coordinate departmental technology efforts and assist City agencies in the development of computer systems in the Internet and/or Intranet environment.
4. To coordinate the Information Technology (IT) strategy with the overall City business needs.

### Budget Initiatives and Highlights

In fiscal year 2005, the department will focus on the following E-commerce and Electronic City initiatives:

- On-line Interactive Forms
- City Web Portal Services
- Electronic Reports (e-report)
- Private / Public Partnership Opportunities
- City-wide Fiber Optics Connectivity
- Internet Access at the City's Park Facilities
- Web-Casting
- Telecommunication Services
- Electronic Transactions Services

DIT will continue to strive to provide for a robust, technological advanced and highly efficient working environment for the City to deliver quality government services for the general public.

The department will continue to accomplish the following initiatives:

- Electronic workflow and PC replacement program
- Computer support and maintenance program
- Improve Real Property system support
- Continue the improvement for the City's network infrastructure
- Expand the digital resource center services for the City departments
- Continue Help Desk services
- Implement wireless technology
- Provide dedicated IT services to DPP special programs such as GIS and POSSE
- Provide IT and network and security support for HPD
- Continue the Information System Disaster Recovery Plan
- Support the implementation of an integrated Financial Management System
- Continue the City's web-site and e-commerce development

## Department of Information Technology

The department's proposed budget of \$12,493,534 reflects a 27.5 percent increase over the current fiscal year. The increase is primarily due to the transfer of the telecommunications function from the Department of Design and Construction. This transfer includes 5 positions and related current expenses.

Budget issues include funding for software upgrades i.e., CICS mainframe, Windows 2003 CAL, etc., and for standby pay to ensure that 24-hour technical support coverage is provided for the Computer Automated Dispatching (CAD) system for the Department of Emergency Services.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Mainframe uptime: % (prime shift)	%	99.9	99.9	99.9
Mainframe uptime: % (24hrs)	%	99.6	99.6	99.6
Help Desk Calls resolved at first level: %	%	80	82	85
Programming Service Requests Received:				
Previous Year	#	164	212	202
New Requests (* projected)	#	179	190	200
Completed on the agreed date	#	131	200	202
Personal Computer Training (in-house)				
Classes held:	Class	61	84	84
Students trained:	#	494	675	675
Personal Computer Training (tutorials)				
Students trained:	#	170	200	200

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	127.00	129.00	133.50	0.00	133.50
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	5.00	5.00	0.00	5.00
<b>Total</b>	<b>127.00</b>	<b>134.00</b>	<b>138.50</b>	<b>0.00</b>	<b>138.50</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 3,433,848	\$ 4,109,913	\$ 6,234,428	\$ 140,500	\$ 6,374,928
Applications	2,769,577	3,196,272	3,304,528	18,250	3,322,778
Operations	1,220,879	1,282,596	1,319,040	0	1,319,040
Technical Support	1,316,401	1,211,480	1,476,788	0	1,476,788
<b>Total</b>	<b>\$ 8,740,705</b>	<b>\$ 9,800,261</b>	<b>\$ 12,334,784</b>	<b>\$ 158,750</b>	<b>\$ 12,493,534</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 5,824,088	\$ 6,304,740	\$ 6,575,308	\$ 18,250	\$ 6,593,558
Current Expenses	2,072,509	2,602,936	4,969,347	38,000	5,007,347
Equipment	844,108	892,585	790,129	102,500	892,629
<b>Total</b>	<b>\$ 8,740,705</b>	<b>\$ 9,800,261</b>	<b>\$ 12,334,784</b>	<b>\$ 158,750</b>	<b>\$ 12,493,534</b>



SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 8,472,141	\$ 9,481,165	\$ 11,946,156	\$ 158,750	\$ 12,104,906
Sewer Fund	53,766	52,608	54,516	0	54,516
Liquor Commission Fund	39,696	37,464	39,696	0	39,696
Refuse Genl Operating Acct -SWSF	32,807	36,036	36,036	0	36,036
Federal Grants Fund	65,735	101,428	129,324	0	129,324
Housing & Comm Dev Sec 8 Fund	76,560	91,560	129,056	0	129,056
<b>Total</b>	<b>\$ 8,740,705</b>	<b>\$ 9,800,261</b>	<b>\$ 12,334,784</b>	<b>\$ 158,750</b>	<b>\$ 12,493,534</b>

## Department of Information Technology

### Administration

#### Program Description

This activity administers and directs the department's administrative policies, procedures, and plans. The activity is responsible for acquiring equipment, software and supplies; developing and monitoring contracts for purchases and the maintenance of computer equipment and software; departmental personnel matters; budget preparation and administration; billing for data processing services; vendor contract agreements; accounts payable; clerical services for all divisions, and other administrative matters.

#### Program Highlights

In fiscal year 2005, this activity will continue the planning and execution of the department's reorganization with the consolidation and merging of the DDC telecommunication functions. Also the reorganization will emphasize management services including project management, IT strategic planning and an updated IT Master Plan.

The Administration program budget of \$6,374,928 reflects a 55.1 percent increase over the current fiscal year. This increase is primarily due to the transfer of related expenses for the telecommunication function from the Department of Design and Construction, and software maintenance costs. Budget issues include funding for software upgrades i.e., CICS mainframe, Windows 2003 CAL, etc.

The budget also reflects a decrease of 3.5 positions due to the transfer of three contract positions to the Applications Division and a change in status of a full-time position to part-time.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Service Contracts	#	5	5	5
Hardware Maintenance Contracts	#	7	7	7
Installment Purchase Agreement Contracts	#	2	2	2
Software Maintenance Contracts	#	56	60	65
Procurement Contracts	#	13	13	13

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	11.00	9.00	8.50	0.00	8.50
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	3.00	0.00	0.00	0.00
<b>Total</b>	<b>11.00</b>	<b>12.00</b>	<b>8.50</b>	<b>0.00</b>	<b>8.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 517,231	\$ 614,392	\$ 474,952	\$ 0	\$ 474,952
Current Expenses	2,072,509	2,602,936	4,969,347	38,000	5,007,347
Equipment	844,108	892,585	790,129	102,500	892,629
<b>Total</b>	<b>\$ 3,433,848</b>	<b>\$ 4,109,913</b>	<b>\$ 6,234,428</b>	<b>\$ 140,500</b>	<b>\$ 6,374,928</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,394,152	\$ 4,109,913	\$ 6,176,852	\$ 140,500	\$ 6,317,352
Liquor Commission Fund	39,696	0	0	0	0
Federal Grants Fund	0	0	32,160	0	32,160
Housing & Comm Dev Sec 8 Fund	0	0	25,416	0	25,416
<b>Total</b>	<b>\$ 3,433,848</b>	<b>\$ 4,109,913</b>	<b>\$ 6,234,428</b>	<b>\$ 140,500</b>	<b>\$ 6,374,928</b>

### Applications

#### Program Description

This activity performs computer systems applications development and applications support and coordinates the efforts between the department and user agencies as it relates to applications development and information services.

This activity conducts feasibility studies; performs system analysis, design, and development; performs systems testing, using training, and detailed documentation of the developed applications; maintains implemented systems; provides file conversion support; and assists city departments in the procurement and implementation of vendor application software; perform project management function for IT project integration and implementation. This program also handles the city's desktop computer hardware and software deployment; assists the user agencies to plan and coordinate their data processing goals and provides Computer Services Representative (CSR) support services.

#### Program Highlights

In fiscal year 2005, the focus of this activity will be:

1. On-line Interactive Forms
2. Integrated Revenue Information System (IRIS)
3. Electronic Workflow Forms
4. Integrated Document Management System (IDMS)
5. Web-based Payroll Time and Attendance (PTA) System
6. Web-based Fleet Management System
7. Enhancement to CityDart System
8. Electronic File Transfer
9. Web-based Access to Health Fund Information
10. Enterprise Resource Planning (ERP) Project
11. Software Upgrade for the City's Human Resource Management System (CHRMS)
12. On-line Job Classification Specifications
13. Voter Registration Polling Place Update
14. OS/390 Mainframe Migration
15. Web-based Special License Plate Application
16. Voter Registration System Maintenance
17. On-line Book Order Tracking System
18. HFD Web-based Personnel Tracking System
19. Treasury Bond Reconciliation System
20. State-Funded Driver License System Rewrite
21. Parks Registration On-line System (PROS)
22. HPD Automated Field Reporting (AFR) System
23. Driver License System Interface with the Selective Service Administration
24. Driver License System Interface with the Social Security Administration
25. Enhancements to the Driver License System
26. Enhancements to the Motor Vehicle Registration System

- 27. Prosecuting Attorney's HOKU Project Interface with the State Juvenile Justice Information System (JJIS)
- 28. PC Replacement and Mobile Computing Program
- 29. Windows 2003 Server and Windows XP Migration
- 30. Networked multi-function Office Devices
- 31. DHR Web-based Job Applicant Tracking System

The FY 2005 budget reflects the transfer of three contract positions from the Administration activity and one permanent position to the Technical Support Division.

Budget issues include standby pay to ensure that 24-hour technical support coverage is provided for the Computer Automated Dispatching (CAD) system for the Department of Emergency Services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
REQUESTS FOR SERVICES (RFS):				
Outstanding From Previous Year	#	164	212	202
New Requests	#	179	190	200
Completed During the Year	#	131	200	200
Outstanding at End of Year	#	212	202	202
MANHOURLY USAGE - APPLICATIONS				
APPLICATION ANALYSTS/MANAGERS:				
Maintenance and Administration	Hours	29,382	28,413	28,413
New Development	Hours	32,111	31,000	31,000
MANHOURLY USAGE - COMPUTER SERVICE REPS:				
Maintenance and Problem Solving	Hours	29,077	32,760	30,576
Analysis and Programming	Hours	4,620	6,552	8,736
Overhead	Hours	4,605	4,368	4,368

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	56.00	64.00	63.00	0.00	63.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	2.00	5.00	0.00	5.00
<b>Total</b>	<b>56.00</b>	<b>66.00</b>	<b>68.00</b>	<b>0.00</b>	<b>68.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,769,577	\$ 3,196,272	\$ 3,304,528	\$ 18,250	\$ 3,322,778
Current Expenses	0	0	0	0	0
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,769,577</b>	<b>\$ 3,196,272</b>	<b>\$ 3,304,528</b>	<b>\$ 18,250</b>	<b>\$ 3,322,778</b>

## Department of Information Technology

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,568,453	\$ 2,877,176	\$ 2,973,476	\$ 18,250	\$ 2,991,726
Sewer Fund	53,766	52,608	54,516	0	54,516
Liquor Commission Fund	0	37,464	39,696	0	39,696
Refuse Genl Operating Acct -SWSF	32,807	36,036	36,036	0	36,036
Federal Grants Fund	65,735	101,428	97,164	0	97,164
Housing & Comm Dev Sec 8 Fund	48,816	91,560	103,640	0	103,640
<b>Total</b>	<b>\$ 2,769,577</b>	<b>\$ 3,196,272</b>	<b>\$ 3,304,528</b>	<b>\$ 18,250</b>	<b>\$ 3,322,778</b>

## Operations

**Program Description**

This activity plans, administers, coordinates, and executes the data processing operations of the City's central computer facilities.

This activity performs data entry services; develops and maintains monetary and document controls to assure accuracy of data processed; develops computer schedules of production data processing tasks; routes documents and reports to and from users; coordinates software and hardware changes with user agencies; establishes and maintains sites and procedures for offsite storage; develops and maintains disaster recovery planning for computer systems; manages a centralized help desk call center; and controls and maintains the computer equipment and network at the City's central computer facilities.

**Program Highlights**

In fiscal year 2005, the focus of this activity will be to:

- Continue the expansion of the centralized Help Desk implementation in support of the City's IT users.
- Continue the expansion of the facilities at Kapolei in support of DIT's IT Disaster Recovery plans.
- Continue to investigate ways of providing additional services to users of DIT's Resource Center.
- Continue to reduce costs and increase efficiency by eliminating dependence on old, outdated equipment.

The Operations program budget of \$1,319,040 provides for the current level of services.

**Output Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Production Online Systems	%	99.6%	99.6%	99.6%
Problems Logged	#	9,355	9,800	10,300
Changes Implemented	#	1,265	1,500	1,700
% Uptime for Mainframe (Prime)	%	99.9%	99.9%	99.9%
% Uptime for Mainframe (24 hours)	%	99.6%	99.6%	99.6%
% Help Desk Calls Resolved at First Level	%	80%	82%	85%
% Total Problem Calls Resolved	%	95%	95%	95%
SECURITY:				
No. of Employees w/Access IDS (Mainframe)	#	8,494	8,650	8,800
Security Requests (Mainframe)	#	2,000	2,200	2,400
No. of Employees w/User Ids (NT)	#	7,652	7,900	8,200
Security Requests	#	2,300	2,500	2,700

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	32.00	31.00	31.00	0.00	31.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>32.00</b>	<b>31.00</b>	<b>31.00</b>	<b>0.00</b>	<b>31.00</b>

## Department of Information Technology

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,220,879	\$ 1,282,596	\$ 1,319,040	\$ 0	\$ 1,319,040
Current Expenses	0	0	0	0	0
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,220,879</b>	<b>\$ 1,282,596</b>	<b>\$ 1,319,040</b>	<b>\$ 0</b>	<b>\$ 1,319,040</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,220,879	\$ 1,282,596	\$ 1,319,040	\$ 0	\$ 1,319,040
<b>Total</b>	<b>\$ 1,220,879</b>	<b>\$ 1,282,596</b>	<b>\$ 1,319,040</b>	<b>\$ 0</b>	<b>\$ 1,319,040</b>



## Technical Support

### Program Description

This activity serves as the technical advisor to the departmental divisions and end-users to develop computer literacy and self-sufficiency. It provides technical support for the planning, installation and operations of departmental and citywide computer services, and provides technical and operational support for Geographic Information Systems (GIS). It also provides support for web activities on the Internet and Intranet.

This activity plans, installs, and maintains systems software; trains applications staff and operations staff in the use of systems and database software; prepares reports on systems and database usage and capacity requirements; plans, develops and maintains database systems for major applications and provides support on database design to the Applications Division.

This activity also plans, installs, and maintains the City's data communication network, provides technical assistance to the departmental divisions and end-users in establishing the data communication network, and prepares reports on network usage and capacity.

The activity also oversees the security of the City's data network and mainframe systems, provides technical assistance to all divisions on security matters, recommends City-wide security policy to the Director of Information Technology, and implements and maintains established security policy.

### Program Highlights

In fiscal year 2005, the focus of this activity will be to:

- Continue the City's Exchange Servers (Email) upgrade from 5.5 to 2000
- Convert Novell Servers to Microsoft file and print
- Extend the fiber network to the Sunset Beach Fire Station, Moanalua Fire Station, Kalihi Uka Fire Station
- Start upgrading switches in HMB and City Hall
- Assist the Honolulu Police Department on the CopsMore Grant
- Assist Honolulu Police Department Waipahu Training Academy wireless network
- Continue upgrading Microsoft SQL servers from 7.0 to 2000
- Provide database support to various applications such as Real Property, GIS, Eforms, Internet Applications
- Provide technical and installation support for file, print, and web servers for the City
- Provide technical and installation support for network and network infrastructure
- Provide security consultation and implementation for City data networks
- Maintain and monitor the mainframe computer systems software
- Implement web filtering for various agencies
- Maintain and configure security firewalls for internet access
- Provide integrated telephone communication services
- Provide radio communication services

The budget reflects the transfer of five positions from the Department of Design and Construction and one position from the Applications Division.

## Department of Information Technology

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
<b>MAINFRAME:</b>				
Online CPU Cycles During Prime Shift	MIPS*	51	51	51
Average Daily Online Transactions Processed	#	560,000	560,000	560,000
<b>MICROCOMPUTER:</b>				
PC Training Classes (In-house)	#	61	84	84
Class Attendance	#	494	675	675
PC Training Classes (External)	#	NA	NA	NA
Number of Students Trained	#	NA	NA	NA
Multimedia Training (# of Classes)	#	170	200	200
<b>NETWORKS:</b>				
LANs	#	120	145	160
Workstations on LAN	#	3,700	4,000	4,500

\*Million Instructions Per Second

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	28.00	25.00	31.00	0.00	31.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>28.00</b>	<b>25.00</b>	<b>31.00</b>	<b>0.00</b>	<b>31.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,316,401	\$ 1,211,480	\$ 1,476,788	\$ 0	\$ 1,476,788
Current Expenses	0	0	0	0	0
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,316,401</b>	<b>\$ 1,211,480</b>	<b>\$ 1,476,788</b>	<b>\$ 0</b>	<b>\$ 1,476,788</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,288,657	\$ 1,211,480	\$ 1,476,788	\$ 0	\$ 1,476,788
Housing & Comm Dev Sec 8 Fund	27,744	0	0	0	0
<b>Total</b>	<b>\$ 1,316,401</b>	<b>\$ 1,211,480</b>	<b>\$ 1,476,788</b>	<b>\$ 0</b>	<b>\$ 1,476,788</b>

# Office of the Mayor

## Office of the Mayor

### Responsibilities

As the Chief Executive of the City and County of Honolulu, the Mayor is responsible for the faithful execution of the provisions of the City Charter and applicable ordinances and statutes. This office oversees City agencies through the Office of the Managing Director.

### Goals and Objectives

Provide and maintain the highest level of municipal government services.

### Budget Initiatives and Highlights

The fiscal year 2005 operating budget totals \$449,295 which is identical to the current fiscal year.

#### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	5.00	5.00	5.00	0.00	5.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>5.00</b>

#### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 435,231	\$ 432,226	\$ 432,226	\$ 0	\$ 432,226
Contingency Fund	25,593	17,069	17,069	0	17,069
<b>Total</b>	<b>\$ 460,824</b>	<b>\$ 449,295</b>	<b>\$ 449,295</b>	<b>\$ 0</b>	<b>\$ 449,295</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 397,908	\$ 397,908	\$ 397,908	\$ 0	\$ 397,908
Current Expenses	62,916	51,387	51,387	0	51,387
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 460,824</b>	<b>\$ 449,295</b>	<b>\$ 449,295</b>	<b>\$ 0</b>	<b>\$ 449,295</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 460,824	\$ 449,295	\$ 449,295	\$ 0	\$ 449,295
<b>Total</b>	<b>\$ 460,824</b>	<b>\$ 449,295</b>	<b>\$ 449,295</b>	<b>\$ 0</b>	<b>\$ 449,295</b>

## Administration

## Program Description

This activity oversees city agencies, establishes policies and provides management direction for all executive departments.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	5.00	5.00	5.00	0.00	5.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>5.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 397,908	\$ 397,908	\$ 397,908	\$ 0	\$ 397,908
Current Expenses	37,323	34,318	34,318	0	34,318
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 435,231</b>	<b>\$ 432,226</b>	<b>\$ 432,226</b>	<b>\$ 0</b>	<b>\$ 432,226</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 435,231	\$ 432,226	\$ 432,226	\$ 0	\$ 432,226
<b>Total</b>	<b>\$ 435,231</b>	<b>\$ 432,226</b>	<b>\$ 432,226</b>	<b>\$ 0</b>	<b>\$ 432,226</b>

## Contingency Fund

## Program Description

This activity provides a contingency fund to be expended by the Mayor for proper public purposes.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	0.00	0.00	0.00	0.00	0.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Current Expenses	25,593	17,069	17,069	0	17,069
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 25,593</b>	<b>\$ 17,069</b>	<b>\$ 17,069</b>	<b>\$ 0</b>	<b>\$ 17,069</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 25,593	\$ 17,069	\$ 17,069	\$ 0	\$ 17,069
<b>Total</b>	<b>\$ 25,593</b>	<b>\$ 17,069</b>	<b>\$ 17,069</b>	<b>\$ 0</b>	<b>\$ 17,069</b>

# Office of the Managing Director

## Office of the Managing Director

### Responsibilities

As the principal management aide to the Mayor, the Managing Director supervises and evaluates the management and performance of all line executive departments and agencies and prescribes standards of administrative practice to be followed.

### Goals and Objectives

1. The Managing Director performs all duties and functions required by the City Charter and assists the Mayor in maintaining the highest level of municipal government services.
2. Provides opportunities to interested parties to expand existing business, develop local and export markets and create new businesses through the Office of Economic Development.
3. Coordinates the implementation of goals and objectives for Waikiki through the Office of Waikiki Development.

### Budget Initiatives and Highlights

The Managing Director's Office consists of the City Management Program and the Culture and Arts Program. Included in the City Management Program is the Office of Economic Development (OED) which is charged with the responsibility for citywide economic promotion, tourism promotion, and Waikiki Development.

The fiscal year 2005 budget for the administrative portion of the City Management Program totals \$844,418 which includes funds to continue a contract Executive Assistant I position to sustain citywide energy conservation efforts.

The remaining funding in the City Management Program is earmarked for the Office of Economic Development (OED). Its proposed budget of \$893,644 in general funds reflects a 0.2 percent decrease from the current fiscal year.

The Culture and Arts Program's proposed budget of \$624,412 reflects an increase of 0.2 percent over the current fiscal year.

#### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	32.00	32.00	32.00	0.00	32.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	4.00	5.00	5.00	0.00	5.00
<b>Total</b>	<b>37.00</b>	<b>38.00</b>	<b>38.00</b>	<b>0.00</b>	<b>38.00</b>

#### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
City Management	\$ 2,832,943	\$ 1,739,236	\$ 1,738,062	\$ 0	\$ 1,738,062
Culture and the Arts	689,832	623,240	624,412	0	624,412
<b>Total</b>	<b>\$ 3,522,775</b>	<b>\$ 2,362,476</b>	<b>\$ 2,362,474</b>	<b>\$ 0</b>	<b>\$ 2,362,474</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,514,926	\$ 1,320,076	\$ 1,320,074	\$ 0	\$ 1,320,074
Current Expenses	2,006,209	1,042,400	1,042,400	0	1,042,400
Equipment	1,640	0	0	0	0
<b>Total</b>	<b>\$ 3,522,775</b>	<b>\$ 2,362,476</b>	<b>\$ 2,362,474</b>	<b>\$ 0</b>	<b>\$ 2,362,474</b>



SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,122,775	\$ 2,362,476	\$ 2,362,474	\$ 0	\$ 2,362,474
Special Projects Fund	400,000	0	0	0	0
<b>Total</b>	<b>\$ 3,522,775</b>	<b>\$ 2,362,476</b>	<b>\$ 2,362,474</b>	<b>\$ 0</b>	<b>\$ 2,362,474</b>

## City Management

## Program Description

This activity provides funds for the principal management aide to the Mayor. It manages and coordinates the activities of all executive agencies.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	27.00	27.00	27.00	0.00	27.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	1.00	3.00	3.00	0.00	3.00
<b>Total</b>	<b>29.00</b>	<b>31.00</b>	<b>31.00</b>	<b>0.00</b>	<b>31.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,259,859	\$ 1,085,904	\$ 1,084,730	\$ 0	\$ 1,084,730
Current Expenses	1,573,084	653,332	653,332	0	653,332
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,832,943</b>	<b>\$ 1,739,236</b>	<b>\$ 1,738,062</b>	<b>\$ 0</b>	<b>\$ 1,738,062</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,432,943	\$ 1,739,236	\$ 1,738,062	\$ 0	\$ 1,738,062
Special Projects Fund	400,000	0	0	0	0
<b>Total</b>	<b>\$ 2,832,943</b>	<b>\$ 1,739,236</b>	<b>\$ 1,738,062</b>	<b>\$ 0</b>	<b>\$ 1,738,062</b>

## Culture and the Arts

## Program Description

This activity enriches the quality of City residents by presenting the traditional arts, crafts, skills, customs and lores of cultural and artistic value.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	5.00	5.00	5.00	0.00	5.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	3.00	2.00	2.00	0.00	2.00
<b>Total</b>	<b>8.00</b>	<b>7.00</b>	<b>7.00</b>	<b>0.00</b>	<b>7.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 255,067	\$ 234,172	\$ 235,344	\$ 0	\$ 235,344
Current Expenses	433,125	389,068	389,068	0	389,068
Equipment	1,640	0	0	0	0
<b>Total</b>	<b>\$ 689,832</b>	<b>\$ 623,240</b>	<b>\$ 624,412</b>	<b>\$ 0</b>	<b>\$ 624,412</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 689,832	\$ 623,240	\$ 624,412	\$ 0	\$ 624,412
<b>Total</b>	<b>\$ 689,832</b>	<b>\$ 623,240</b>	<b>\$ 624,412</b>	<b>\$ 0</b>	<b>\$ 624,412</b>

---

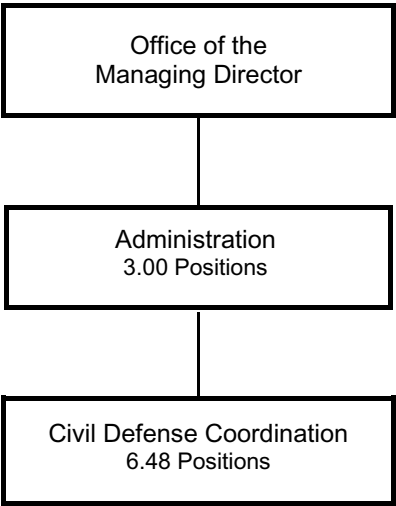
***This Page Intentionally Left Blank***

---

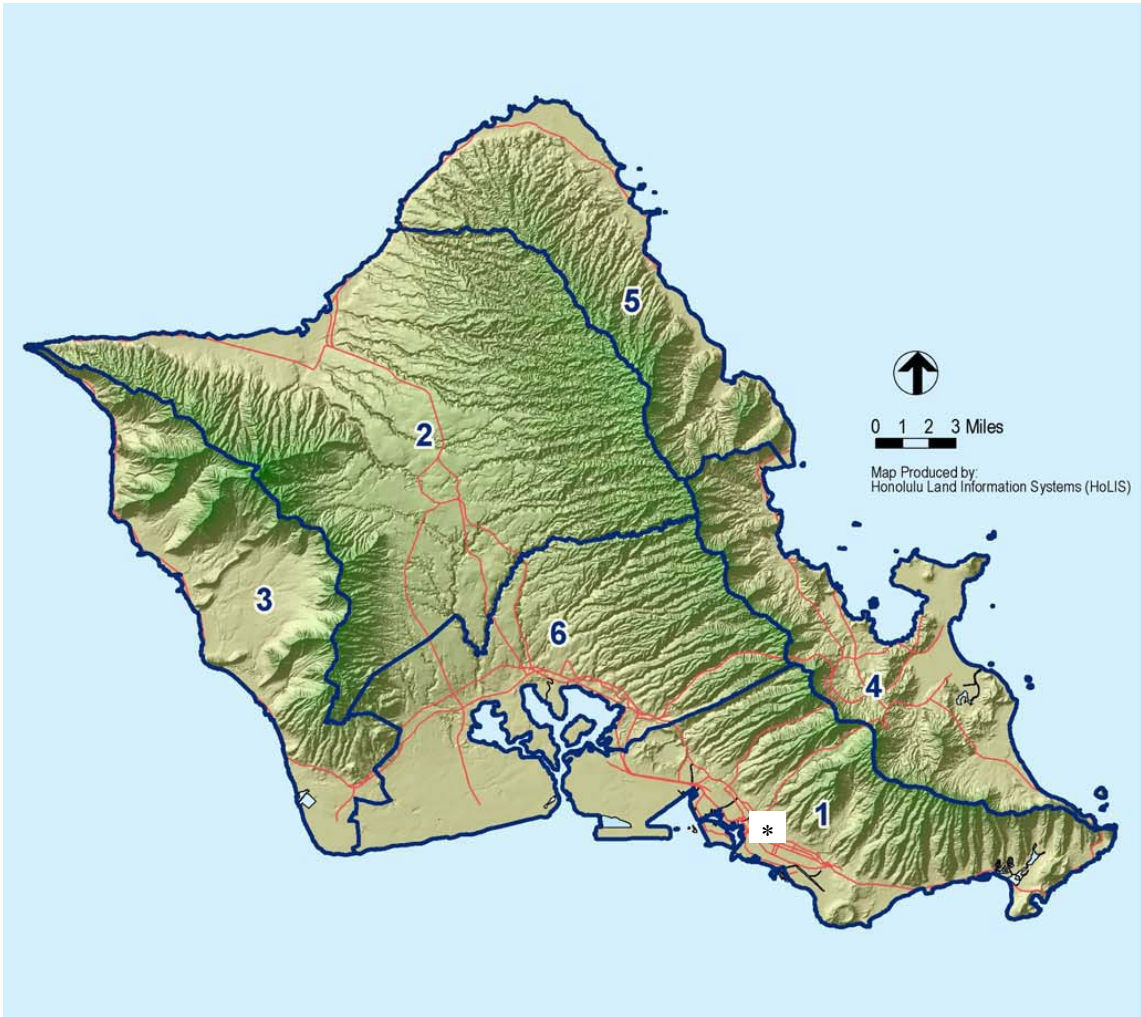
# Oahu Civil Defense Agency

OAHU CIVIL DEFENSE AGENCY  
(OCDA)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



OAHU CIVIL DEFENSE AGENCY  
(OCDA)  
EMERGENCY OPERATING CENTERS (EOC)



* CENTRAL EOC	HONOLULU MUNICIPAL BUILDING
DISTRICT 1	HONOLULU—MAKIKI
DISTRICT 2	WAIALUA
DISTRICT 3	MAILI
DISTRICT 4	KAILUA
DISTRICT 5	KAHUKU
DISTRICT 6	PEARL CITY

## Oahu Civil Defense Agency

### Responsibilities

The Oahu Civil Defense Agency coordinates the emergency services of the City, State, Federal (including military), and non-government agencies to mitigate, prepare for, respond to, and recover from various types of peacetime, natural, technological or other disasters. The agency maintains a high level of readiness, prepares and updates contingency plans, and expands awareness of response programs to meet emergency needs.

### Mission Statement

To develop, prepare for, and under disaster or emergency situations, assist in the implementation of civil defense plans and programs to protect and enhance the public health, safety, and welfare.

### Goals and Objectives

1. To expand and improve emergency shelter operations for Oahu residents and tourists during major disasters.
2. To expand and improve civil defense communications and warning capabilities.
3. To educate the general population on emergency preparedness procedures.
4. To continue civil defense training programs to meet future emergency needs.
5. To administer the City's Federal Domestic Preparedness Program.

### Budget Initiatives and Highlights

The proposed budget totals \$701,356, which reflects a 21 percent increase over the current fiscal year. The increase is primarily due to anticipated State and Federal funding for emergency planning and preparedness programs.

The Oahu Civil Defense Agency (OCDA) continues to develop an organization capable of accomplishing the civil defense mission for the City and County of Honolulu by applying for various grants.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	9.48	9.48	9.48	0.00	9.48
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>9.48</b>	<b>9.48</b>	<b>9.48</b>	<b>0.00</b>	<b>9.48</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Civil Defense Coordination	\$ 872,262	\$ 579,702	\$ 701,356	\$ 0	\$ 701,356
<b>Total</b>	<b>\$ 872,262</b>	<b>\$ 579,702</b>	<b>\$ 701,356</b>	<b>\$ 0</b>	<b>\$ 701,356</b>



**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 411,651	\$ 444,877	\$ 460,542	\$ 0	\$ 460,542
Current Expenses	460,611	134,825	240,814	0	240,814
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 872,262</b>	<b>\$ 579,702</b>	<b>\$ 701,356</b>	<b>\$ 0</b>	<b>\$ 701,356</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 518,200	\$ 579,702	\$ 595,367	\$ 0	\$ 595,367
Special Projects Fund	48,558	0	45,000	0	45,000
Federal Grants Fund	305,504	0	60,989	0	60,989
<b>Total</b>	<b>\$ 872,262</b>	<b>\$ 579,702</b>	<b>\$ 701,356</b>	<b>\$ 0</b>	<b>\$ 701,356</b>

## Civil Defense Coordination

## Program Description

This activity formulates emergency plans and procedures; coordinates the use of all available resources for the protection of life and property in the event of disaster; provides for the continuity of government operations; coordinates the provision of essential elements of operational capabilities required to sustain operations in an emergency; assesses damage to public and private property; coordinates recovery activities; and provides emergency information and public education.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Plans/Annexes Reviewed or Under Review	#	5	5	5
Warning Sirens Maintained	#	145	144	150
New Sirens in Place/Operational	#	5	0	6
Siren Simulators Installed	#	30	30	30
Public Educational Presentations	#	89	99	105

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	9.48	9.48	9.48	0.00	9.48
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>9.48</b>	<b>9.48</b>	<b>9.48</b>	<b>0.00</b>	<b>9.48</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 411,651	\$ 444,877	\$ 460,542	\$ 0	\$ 460,542
Current Expenses	460,611	134,825	240,814	0	240,814
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 872,262</b>	<b>\$ 579,702</b>	<b>\$ 701,356</b>	<b>\$ 0</b>	<b>\$ 701,356</b>

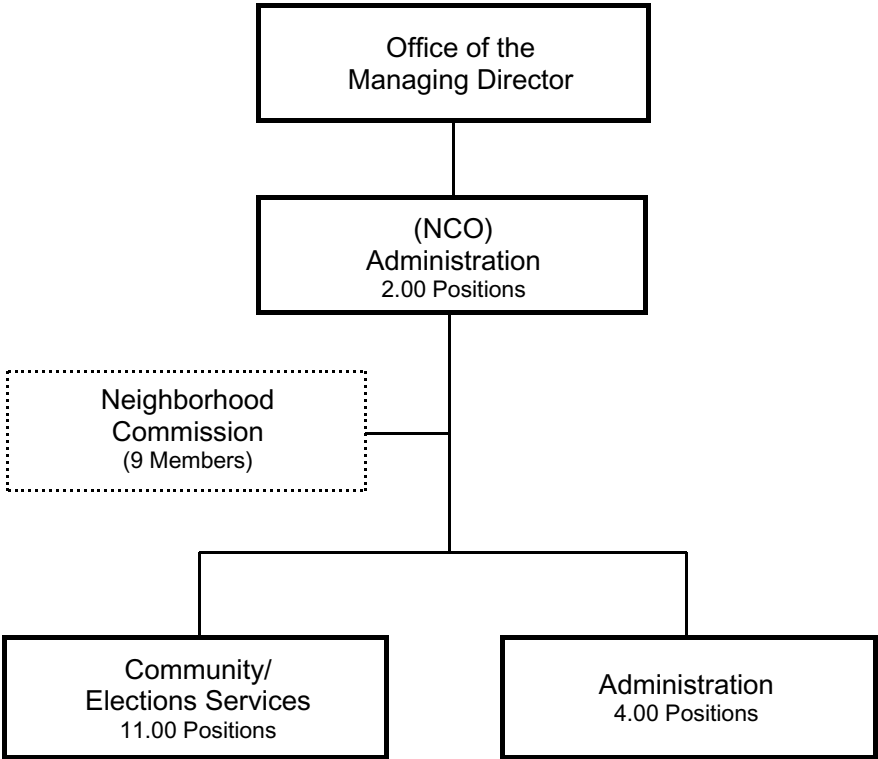
## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 518,200	\$ 579,702	\$ 595,367	\$ 0	\$ 595,367
Special Projects Fund	48,558	0	45,000	0	45,000
Federal Grants Fund	305,504	0	60,989	0	60,989
<b>Total</b>	<b>\$ 872,262</b>	<b>\$ 579,702</b>	<b>\$ 701,356</b>	<b>\$ 0</b>	<b>\$ 701,356</b>

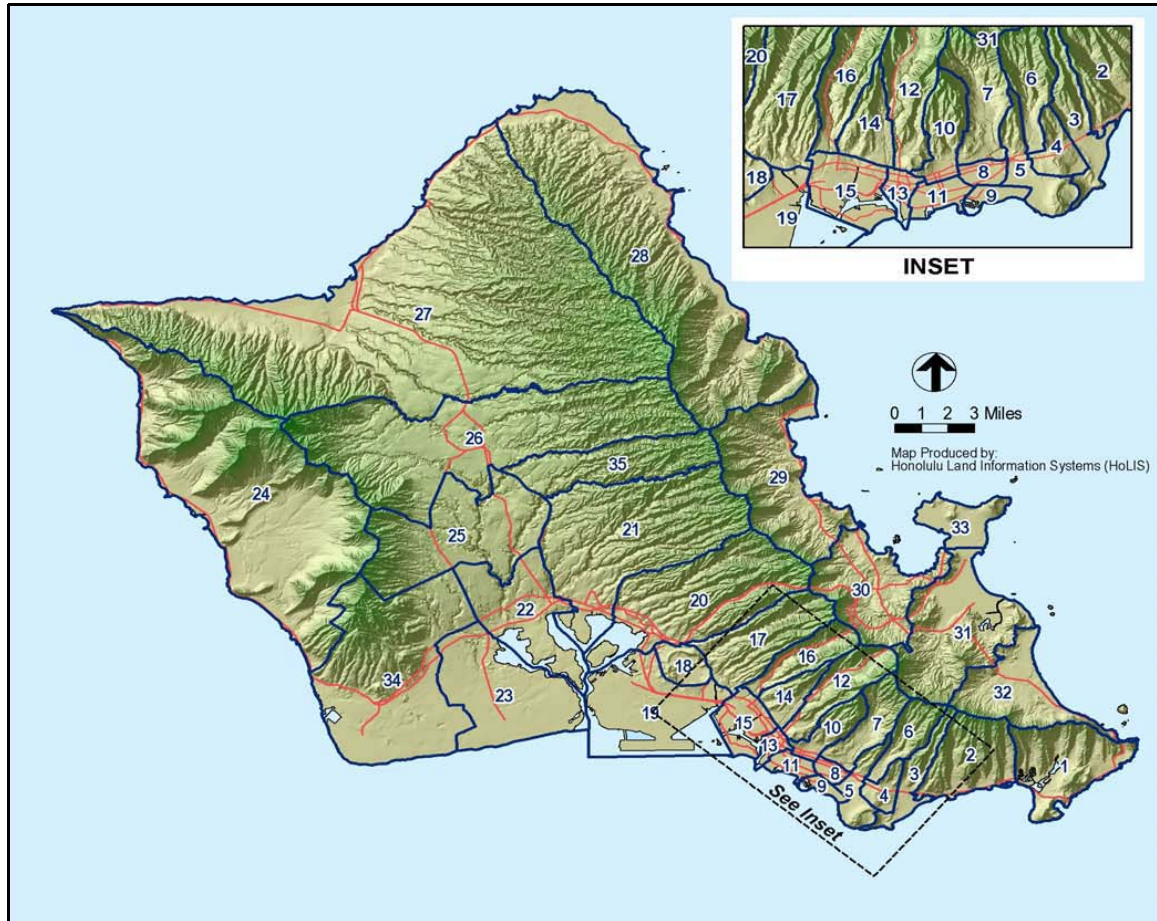
# Neighborhood Commission

NEIGHBORHOOD COMMISSION OFFICE  
(NCO)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



**NEIGHBORHOOD COMMISSION OFFICE  
(NCO)  
NEIGHBORHOOD BOARDS BOUNDARIES**



No.	NEIGHBORHOOD BOARD	No.	NEIGHBORHOOD BOARD	No.	NEIGHBORHOOD BOARD
1	HAWAII KAI	13	DOWNTOWN	25	MILILANI/WAIPIO/ MELEMANU
2	KULIOUOU-KALANI IKI	14	LILIHA/ALEWA/PUUNUI KAMEHAMEHA HEIGHTS	26	WAHIAWA
3	WAIALAE-KAHALA	15	KALIHI-PALAMA	27	NORTH SHORE
4	KAIMUKI	16	KALIHI VALLEY	28	KOOLAULOA
5	DIAMOND HEAD/KAPAHULU/ ST. LOUIS HEIGHTS	17	MOANALUA (Not Formed)	29	KAHALUU
6	PALOLO	18	ALIAMANU/SALT LAKE/ FOSTER VILLAGE	30	KANEOHE
7	MANOA	19	AIRPORT (Not Formed)	31	KAILUA
8	MCCULLY/MOILIILI	20	AIEA	32	WAIMANALO
9	WAIKIKI	21	PEARL CITY	33	MOKAPU (Not Formed)
10	MAKIKI/LOWER PUNCHBOWL/ TANTALUS	22	WAIPAHU	34	MAKAKILO/KAPOLEI/ HONOKAI HALE
11	ALA MOANA/KAKAAKO	23	EWA	35	MILILANI MAUKA/ LAULANI VALLEY
12	NUUANU/PUNCHBOWL	24	WAIANAE COAST		

## Neighborhood Commission

### Responsibilities

The Neighborhood Commission develops a Neighborhood Plan to increase and assure effective citizen participation in government, reviews and evaluates the effectiveness of the Neighborhood Plan and neighborhood boards and reports thereon, and assists areas of the City in the formation and operation of neighborhood boards upon their request.

### Mission Statement

To increase and ensure effective citizen participation in the decisions of government by facilitating the effective operations of the neighborhood board system.

### Goals and Objectives

1. To increase the effectiveness of the neighborhood boards and the Neighborhood Commission Office through training and workshops.
2. To improve the biennial neighborhood board election process by increasing awareness of community issues and updating the election process.
3. To facilitate neighborhood board access to the City administration and the City Council.
4. To facilitate interaction between government and the neighborhood boards in resolving community concerns.

### Budget Initiatives and Highlights

The proposed budget totaling \$928,612 provides support and services to 32 neighborhood boards and funding for the 2005 Neighborhood Board Elections. The increase of 33.9 percent over the current fiscal year is primarily due to election costs which include temporary and contractual positions to assist with registration of voters, election publicity, updating listings, production and mailing of official voting packets, computerized tabulation, certification of election results, and orientation of newly elected board members.

### Fiscal Sustainability

#### Target Year

#### Goal 1: Cost Containment

Initiative 1: Reduce number of mail-outs to save on postage costs: Use the website to post meeting notices, agendas & minutes. Mail-outs only for those who request to remain on a mailing list.

(a) Begin posting notices on the website

Current  
FY 2004

(b) Neighborhood Boards to mail-out notices regarding the website posting procedures to all individuals on the existing mailing list; determine which individuals request to remain on the mailing list

(c) Purge names of those individuals who do not request to remain on the mailing list

FY 2004

#### Goal 2: Use the Public Forum of the Neighborhood Boards to Improve the Marketability of Other City Agencies

Initiative 1: Announce City Store specials and City auctions at board meetings

(a) Meet with City Store manager, City auction staff and Board Chairs

FY 2004

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	16.00	16.00	16.00	0.00	16.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	1.00	0.00	0.50	0.00	0.50
Total	18.00	17.00	17.50	0.00	17.50

**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Neighborhood Commission	\$ 923,147	\$ 693,664	\$ 928,612	\$ 0	\$ 928,612
<b>Total</b>	<b>\$ 923,147</b>	<b>\$ 693,664</b>	<b>\$ 928,612</b>	<b>\$ 0</b>	<b>\$ 928,612</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 566,421	\$ 554,222	\$ 557,625	\$ 0	\$ 557,625
Current Expenses	356,726	139,442	370,987	0	370,987
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 923,147</b>	<b>\$ 693,664</b>	<b>\$ 928,612</b>	<b>\$ 0</b>	<b>\$ 928,612</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 923,147	\$ 693,664	\$ 928,612	\$ 0	\$ 928,612
<b>Total</b>	<b>\$ 923,147</b>	<b>\$ 693,664</b>	<b>\$ 928,612</b>	<b>\$ 0</b>	<b>\$ 928,612</b>

## Neighborhood Commission

### Neighborhood Commission

#### Program Description

The operations of the Neighborhood Commission Office include community services and administrative office services. The Community Services activity serves as the primary liaison between the neighborhood boards and the Neighborhood Commission Office. Major support function to the 32 boards includes attendance at regularly scheduled meetings to record minutes; filing of agendas; processing correspondence and mailing; informing boards of City policies and procedures. This activity also coordinates the biennial neighborhood board member election process.

The Administrative Office Services provides budget support services to the Commission and the neighborhood boards and performs office management functions. This activity handles all personnel transactions, payroll, inventory, and budget preparation for both the office and the 32 boards.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Agendas Filed	#	384	384	384
Sets of Minutes Completed and Mailed	#	76,853	76,000	76,000
Candidates Processed for Election	#	521	Not Applicable	600
Voter Ballots Processed	#	202,758	Not Applicable	300,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	16.00	16.00	16.00	0.00	16.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	1.00	0.00	0.50	0.00	0.50
<b>Total</b>	<b>18.00</b>	<b>17.00</b>	<b>17.50</b>	<b>0.00</b>	<b>17.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 566,421	\$ 554,222	\$ 557,625	\$ 0	\$ 557,625
Current Expenses	356,726	139,442	370,987	0	370,987
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 923,147</b>	<b>\$ 693,664</b>	<b>\$ 928,612</b>	<b>\$ 0</b>	<b>\$ 928,612</b>

#### SOURCE OF FUNDS

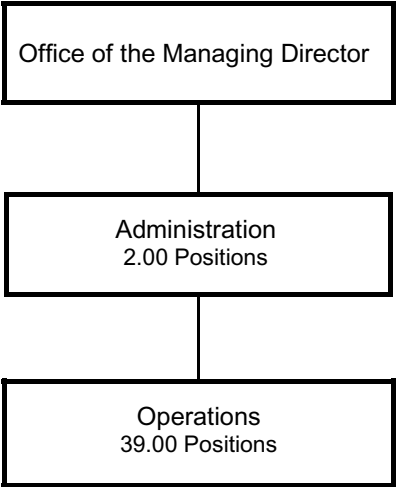
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 923,147	\$ 693,664	\$ 928,612	\$ 0	\$ 928,612
<b>Total</b>	<b>\$ 923,147</b>	<b>\$ 693,664</b>	<b>\$ 928,612</b>	<b>\$ 0</b>	<b>\$ 928,612</b>



# Royal Hawaiian Band

ROYAL HAWAIIAN BAND  
(RHB)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



## Royal Hawaiian Band

### Responsibilities

The Royal Hawaiian Band represents the City at public affairs and events through regular concerts, official ceremonies, special programs and parades with the music of Hawaii.

### Mission Statement

The Royal Hawaiian Band serves as the official band and represents the Mayor and the City and County of Honolulu at public functions and events. The band performs at cultural events, schools, hospitals, religious festivities, tourism promotional events, military functions, and protocol functions for visiting governmental officials.

### Goals and Objectives

1. Maintain a high standard of musical performance and efficiently manage the resources of the Band.
2. Provide musical services to various segments of the community through a variety of programs.
3. Promote the City and County of Honolulu through ongoing production of recordings, concerts and tours, which feature music of Hawaii.

### Budget Initiatives and Highlights

The proposed budget enables the Royal Hawaiian Band to participate in the promotion of tourism through a revival of "Boat Days" which welcome visiting cruise liners to Honolulu and continue to present Hawaiian Band music and dance to the people of Hawaii.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Performances	#	304	300	300

### Fiscal Sustainability

#### Goal 1: Advance Departmental Self-Sustainability

Initiative 1:	Target Year
Increase the revenues derived by the RHB and on behalf of the band by The Friends of the Royal Hawaiian Band.	
(a) Propose to the management of commercial venues that they help defray the cost for the band.	FY 2005
(b) Propose to increase the fee listed in the Private Function section of the RHB Fee Ordinance by City Council action. Recommendation: \$2,000 per performance.	FY 2005
(c) Propose an additional fee to be added to the RHB Fee Ordinance by City Council action for glee club performances at private functions. Recommendation: \$500 per performance.	FY 2005
(d) Propose a "transportation fee" to be added to the RHB Fee Ordinance by City Council for performances that require a bus to transport band personnel. Recommendation: \$100 per performance.	FY 2005
(e) Assist the Friends of The Royal Hawaiian Band in efforts to increase revenue.	FY 2005

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	40.00	40.00	40.00	0.00	40.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>	<b>0.00</b>	<b>41.00</b>

## Royal Hawaiian Band

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Royal Hawaiian Band	\$ 1,630,452	\$ 1,637,683	\$ 1,637,683	\$ 0	\$ 1,637,683
<b>Total</b>	<b>\$ 1,630,452</b>	<b>\$ 1,637,683</b>	<b>\$ 1,637,683</b>	<b>\$ 0</b>	<b>\$ 1,637,683</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,546,018	\$ 1,560,188	\$ 1,560,188	\$ 0	\$ 1,560,188
Current Expenses	84,434	77,495	77,495	0	77,495
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,630,452</b>	<b>\$ 1,637,683</b>	<b>\$ 1,637,683</b>	<b>\$ 0</b>	<b>\$ 1,637,683</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,630,452	\$ 1,637,683	\$ 1,637,683	\$ 0	\$ 1,637,683
<b>Total</b>	<b>\$ 1,630,452</b>	<b>\$ 1,637,683</b>	<b>\$ 1,637,683</b>	<b>\$ 0</b>	<b>\$ 1,637,683</b>

## Royal Hawaiian Band

### Program Description

This activity provides music in the form of concerts and parades for official governmental functions, community and religious groups, and at public venues for our community and for tourists.

### Program Highlights

The fiscal year 2005 budget of the Royal Hawaiian Band is \$1,637,683, the same amount appropriated for fiscal year 2004.

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Total Performances	#	304	300	300

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	40.00	40.00	40.00	0.00	40.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	1.00	1.00	1.00	0.00	1.00
<b>Total</b>	<b>41.00</b>	<b>41.00</b>	<b>41.00</b>	<b>0.00</b>	<b>41.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,546,018	\$ 1,560,188	\$ 1,560,188	\$ 0	\$ 1,560,188
Current Expenses	84,434	77,495	77,495	0	77,495
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,630,452</b>	<b>\$ 1,637,683</b>	<b>\$ 1,637,683</b>	<b>\$ 0</b>	<b>\$ 1,637,683</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,630,452	\$ 1,637,683	\$ 1,637,683	\$ 0	\$ 1,637,683
<b>Total</b>	<b>\$ 1,630,452</b>	<b>\$ 1,637,683</b>	<b>\$ 1,637,683</b>	<b>\$ 0</b>	<b>\$ 1,637,683</b>

---

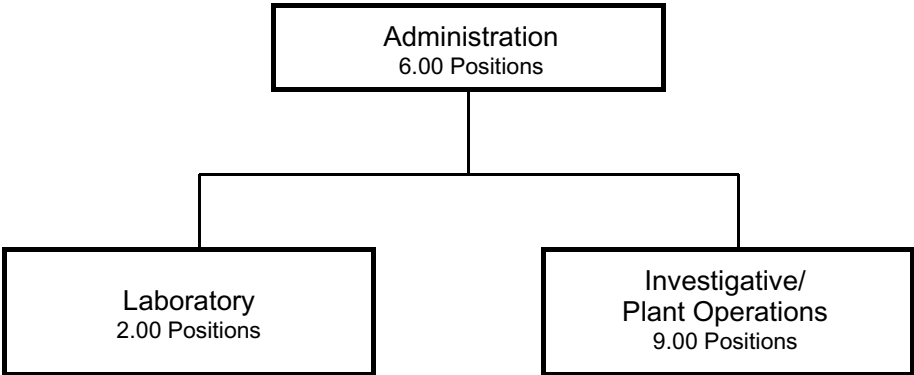
***This Page Intentionally Left Blank***

---

# Department of the Medical Examiner

DEPARTMENT OF THE MEDICAL EXAMINER  
(MED)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.





## Department of the Medical Examiner

### Responsibilities

The Department of the Medical Examiner is responsible for investigating sudden, unexpected, violent, and suspicious deaths. The purpose of such an investigation is to discover, document, and preserve the medical, anatomic or evidentiary findings which will allow the Department to determine the cause and manner of death, to identify the time of death and injury, to prove or disprove an individual's guilt or innocence, to determine or exclude other contributory or causative factors to the death, and to provide expert testimony in criminal and civil litigation.

### Mission Statement

To investigate violent deaths and those deaths that occur suddenly or unexpectedly when an individual was in apparent good health.

### Goals and Objectives

1. To maintain and improve a high level of competence in the field of forensic pathology.
2. To increase and expand knowledge of trends affecting the lives of the citizens of Oahu.
3. To fulfill licensing requirements for State certification by annually attending appropriate seminars and classes.

### Budget Initiatives and Highlights

The proposed budget of \$1,059,368 reflects a 0.7 percent increase over the current fiscal year. The department will continue to accomplish the following initiatives:

- Provide changes to policies and procedures relating to child death investigation by participating in the multi-disciplinary child death review system.
- Gather information about the aging process in Hawaii's Japanese male population born between 1900 and 1919.
- Gather information about the extent of trauma-related deaths.
- Collect and analyze data of traffic accident fatalities, drug-related deaths, and suicides with emphasis on prevention.

### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Average time required to complete all phases of Investigations (May vary from 3 Days to 3 Months)	Days	22	22	22

### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	17.00	17.00	17.00	0.00	17.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>	<b>17.00</b>

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Investigation of Deaths	\$ 1,040,953	\$ 1,052,368	\$ 1,059,368	\$ 0	\$ 1,059,368
<b>Total</b>	<b>\$ 1,040,953</b>	<b>\$ 1,052,368</b>	<b>\$ 1,059,368</b>	<b>\$ 0</b>	<b>\$ 1,059,368</b>

Department of the Medical Examiner

CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 875,623	\$ 886,919	\$ 895,431	\$ 0	\$ 895,431
Current Expenses	165,330	165,449	163,937	0	163,937
Equipment	0	0	0	0	0
Total	\$ 1,040,953	\$ 1,052,368	\$ 1,059,368	\$ 0	\$ 1,059,368

SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,040,953	\$ 1,052,368	\$ 1,059,368	\$ 0	\$ 1,059,368
Total	\$ 1,040,953	\$ 1,052,368	\$ 1,059,368	\$ 0	\$ 1,059,368

## Investigation of Deaths

## Program Description

This activity investigates the circumstances of all violent and obscure deaths by interrogation of witnesses, examination of the death scene, researching information, and conducting postmortem and laboratory examination.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Investigations	#	1,701	1,600	1,600
Autopsies	#	454	500	500
Laboratory Tests	#	660	700	700
Laboratory Slides	#	2,276	2,500	2,500
Toxi Screen (In-house)	#	608	600	600
Toxi Screen (Sent out)	#	169	170	170
Bodies Transported	#	739	744	744

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	17.00	17.00	17.00	0.00	17.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>0.00</b>	<b>17.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 875,623	\$ 886,919	\$ 895,431	\$ 0	\$ 895,431
Current Expenses	165,330	165,449	163,937	0	163,937
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,040,953</b>	<b>\$ 1,052,368</b>	<b>\$ 1,059,368</b>	<b>\$ 0</b>	<b>\$ 1,059,368</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,040,953	\$ 1,052,368	\$ 1,059,368	\$ 0	\$ 1,059,368
<b>Total</b>	<b>\$ 1,040,953</b>	<b>\$ 1,052,368</b>	<b>\$ 1,059,368</b>	<b>\$ 0</b>	<b>\$ 1,059,368</b>

---

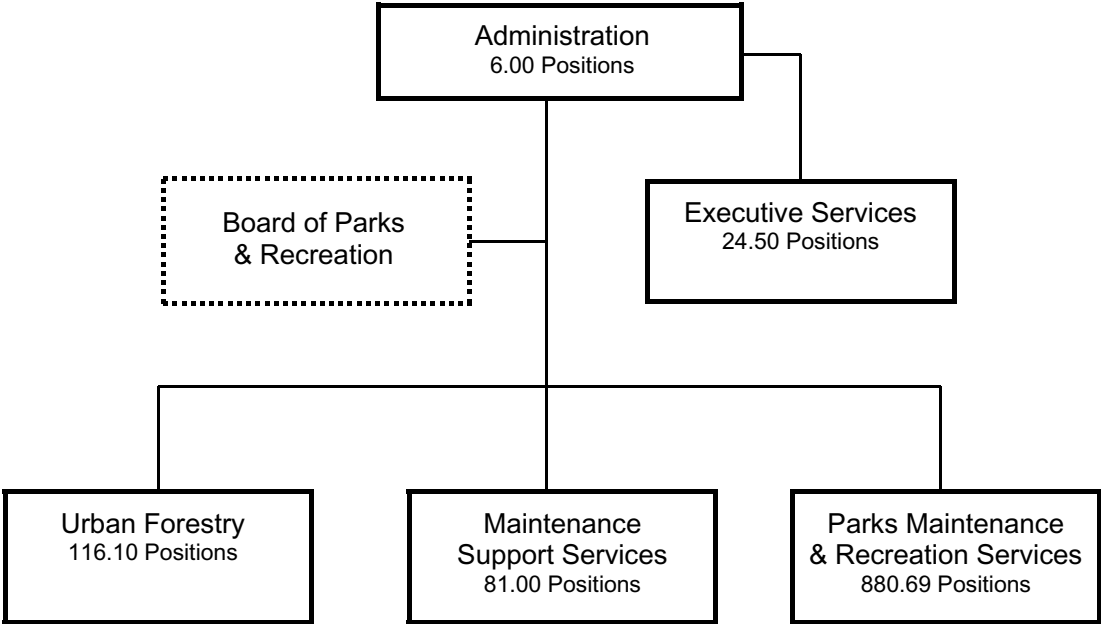
***This Page Intentionally Left Blank***

---

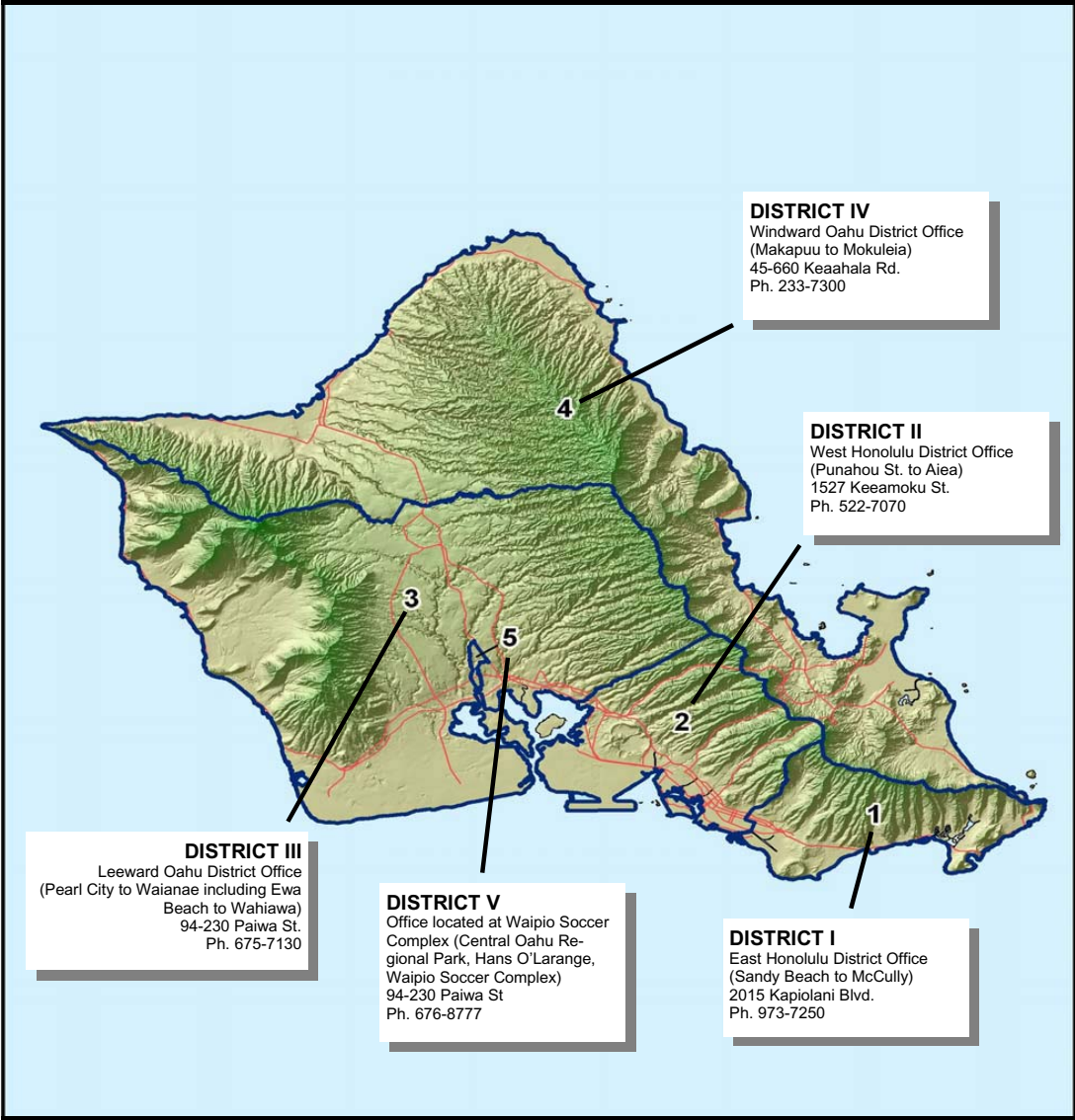
# Department of Parks and Recreation

DEPARTMENT OF PARKS AND RECREATION  
(DPR)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF PARKS AND RECREATION  
(DPR)  
ISLANDWIDE PARK SYSTEM



TOTAL NUMBER OF PARKS AND RECREATION AREAS: 464

- Including:
- 16 Regional Parks and Nature Preserves
  - 66 Beach Parks
  - 87 Beach Access Right-Of-Ways
  - 204 Community Parks
  - 86 Traffic Related Landscaped Areas
  - 5 Botanical Gardens

## Department of Parks and Recreation

### Responsibilities

The Department of Parks and Recreation advises the Department of Design and Construction on matters relating to the planning and design of parks and recreational facilities of the City and County of Honolulu, and maintains and operates such parks and related facilities under the City's jurisdiction; develops and implements programs for cultural, recreational and other leisure-time activities; beautifies the City's streets, parks and recreational facilities, including planting, trimming and maintaining of shade trees, hedges and shrubs; and maintains and operates the City's botanical gardens.

The department also provides a wide range of recreational facilities and services that are readily available to all residents and fosters the multiethnic culture of Hawaii; protects historic, cultural and archaeological resources; fosters the visual and performing arts; and helps to preserve the natural environment and scenic views for the benefit of both residents and visitors.

### Mission Statement

To provide parks and recreational programs and services which enhance the quality of life for the people in the City and County of Honolulu.

### Goals and Objectives

1. To provide parks and recreational opportunities that are accessible, enjoyable, meaningful, safe, well-designed and well-maintained.
2. To promote increased efficiency, effectiveness, and responsiveness in the delivery of parks and recreational programs and services.

### Budget Initiatives and Highlights

The department plays an integral role in fulfilling initiatives for the City and County of Honolulu including making Honolulu one of the most livable and beautiful cities in the world.

The budget totals \$47,308,668, which reflects a 0.2 percent increase over the current fiscal year. Budget issues include contract security services for the Haiku Stairs and miscellaneous equipment for the recreational facilities.

### Performance Measures

The department is establishing performance-based management practices which revolve around the following:

- Allocating funds and staffing resources to attain outcomes;
- Managing for results, integrating planning and budgeting processes;
- Measuring effectiveness in terms of the overall benefits to the community;
- Setting high performance standards, and benchmarking against the best in the world.

DEPARTMENT POSITIONS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	837.00	839.00	839.00	0.00	839.00
Temporary FTE	23.63	25.25	25.25	0.00	25.25
Contract FTE	246.89	244.04	261.90	0.00	261.90
<b>Total</b>	<b>1,107.52</b>	<b>1,108.29</b>	<b>1,126.15</b>	<b>0.00</b>	<b>1,126.15</b>



**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 1,403,944	\$ 1,501,692	\$ 1,562,424	\$ 0	\$ 1,562,424
Urban Forestry Program	5,351,808	5,720,624	5,694,836	0	5,694,836
Maintenance Support Services	4,436,194	4,327,320	4,151,838	0	4,151,838
Recreation Services	16,575,325	17,146,802	17,806,060	38,520	17,844,580
Grounds Maintenance	18,323,404	18,519,896	17,948,270	106,720	18,054,990
<b>Total</b>	<b>\$ 46,090,675</b>	<b>\$ 47,216,334</b>	<b>\$ 47,163,428</b>	<b>\$ 145,240</b>	<b>\$ 47,308,668</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 29,438,657	\$ 30,655,916	\$ 29,775,056	\$ 0	\$ 29,775,056
Current Expenses	16,521,548	16,473,708	17,236,872	103,720	17,340,592
Equipment	130,470	86,710	151,500	41,520	193,020
<b>Total</b>	<b>\$ 46,090,675</b>	<b>\$ 47,216,334</b>	<b>\$ 47,163,428</b>	<b>\$ 145,240</b>	<b>\$ 47,308,668</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 43,279,313	\$ 44,460,569	\$ 44,662,246	\$ 145,240	\$ 44,807,486
Highway Beautification Fund	286,998	287,000	0	0	0
Recycling Account - SWSF	419,999	409,664	0	0	0
Hanauma Bay Nature Preserve Fund	1,682,491	1,630,596	1,872,382	0	1,872,382
Special Projects Fund	25,000	0	200,000	0	200,000
Federal Grants Fund	396,874	428,505	428,800	0	428,800
<b>Total</b>	<b>\$ 46,090,675</b>	<b>\$ 47,216,334</b>	<b>\$ 47,163,428</b>	<b>\$ 145,240</b>	<b>\$ 47,308,668</b>

## Department of Parks and Recreation

### Administration

#### Program Description

This overall management activity directs the maintenance and operations of the City's park system and respective programs and services. It provides staff and clerical services in personnel, professional development, safety, planning, purchasing, budgetary and organizational management; conducts research relating to resolving management issues; administers the agency's property control and inventory; coordinates administrative reporting activities; administers the issuance of park permits for use of parks and recreational facilities; and enforces park rules and regulations in coordination with the Honolulu Police Department.

#### Program Highlights

The Administration Program budget of \$1,562,424 provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Personnel Transactions Processed	#	4,991	5,100	5,200
Purchase Orders and Requisitions Processed	#	5,473	5,670	5,670

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	30.00	30.00	30.00	0.00	30.00
Temporary FTE	0.50	0.50	0.50	0.00	0.50
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>30.50</b>	<b>30.50</b>	<b>30.50</b>	<b>0.00</b>	<b>30.50</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,235,374	\$ 1,292,092	\$ 1,353,224	\$ 0	\$ 1,353,224
Current Expenses	163,605	209,600	209,200	0	209,200
Equipment	4,965	0	0	0	0
<b>Total</b>	<b>\$ 1,403,944</b>	<b>\$ 1,501,692</b>	<b>\$ 1,562,424</b>	<b>\$ 0</b>	<b>\$ 1,562,424</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,401,444	\$ 1,496,692	\$ 1,559,424	\$ 0	\$ 1,559,424
Hanauma Bay Nature Preserve Fund	2,500	5,000	3,000	0	3,000
<b>Total</b>	<b>\$ 1,403,944</b>	<b>\$ 1,501,692</b>	<b>\$ 1,562,424</b>	<b>\$ 0</b>	<b>\$ 1,562,424</b>

## Urban Forestry Program

## Program Description

This activity manages the botanical garden and horticulture programs. The Honolulu Botanical Gardens encompass 650 acres including the Foster, Liliuokalani, Koko Crater, Hoomaluhia, and Wahiawa Botanical Gardens. The Exceptional Trees Program, Community Recreational Gardening Program and other gardening-related recreational, environmental and cultural public programs are also part of this activity. The horticulture programs plant, trim, water and maintain shade trees, shrubs and other plants along public roadways and parks and malls; keep street lights, power lines, traffic control devices, and rights-of-way free of imposing branches; grow plants for beautification projects and public flower gardens; grow and maintain ornamental plants for use in government offices and at City-sponsored events; and conduct a developmental and testing program for plant materials useful for the programs.

## Program Highlights

The Urban Forestry budget is \$5,694,836 which reflects a 0.5 percent decrease from the current fiscal year. This decrease is primarily due to decreased funding for vacant positions.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Botanical Garden Visitors	#	131,782	160,000	160,000
Directed Program Participants	#	18,726	19,000	20,000
Community Recreational Garden Participants	#	2,000	2,000	2,000
Exceptional Tree Designations	#	890	890	890
Trees on Inventory	#	238,191	239,000	240,000
Trees Trimmed/Maintained	#	53,267	54,000	55,000
Trees Planted	#	352	1,500	1,800
Trees Pruned (Young)/Restaked	#	581	600	700
Plants Loaned Out	#	7,457	8,000	8,000
Trees Root-Pruned	#	218	225	250
Trees Removed	#	743	700	700
Large Trees Relocated	#	300	300	300

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	112.00	111.00	111.00	0.00	111.00
Temporary FTE	1.85	2.85	2.85	0.00	2.85
Contract FTE	3.10	2.25	2.25	0.00	2.25
<b>Total</b>	<b>116.95</b>	<b>116.10</b>	<b>116.10</b>	<b>0.00</b>	<b>116.10</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,843,141	\$ 3,182,144	\$ 2,992,036	\$ 0	\$ 2,992,036
Current Expenses	2,499,680	2,538,480	2,702,800	0	2,702,800
Equipment	8,987	0	0	0	0
<b>Total</b>	<b>\$ 5,351,808</b>	<b>\$ 5,720,624</b>	<b>\$ 5,694,836</b>	<b>\$ 0</b>	<b>\$ 5,694,836</b>

Department of Parks and Recreation

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,610,834	\$ 4,943,512	\$ 5,670,836	\$ 0	\$ 5,670,836
Highway Beautification Fund	286,998	287,000	0	0	0
Recycling Account - SWSF	419,999	409,664	0	0	0
Hanauma Bay Nature Preserve Fund	33,977	80,448	24,000	0	24,000
Total	\$ 5,351,808	\$ 5,720,624	\$ 5,694,836	\$ 0	\$ 5,694,836

Parks and Recreation

## Maintenance Support Services

## Program Description

The Maintenance Support Services (MSS) activity is responsible for providing major repair and/or replacement services to buildings, ground facilities and equipment island-wide. It executes maintenance operations to construct, repair, renovate and service park buildings, grounds, equipment and other recreational facilities. MSS provides heavy construction equipment assistance and fertilizer, herbicide, vector control and utility crew support. This activity evaluates existing programs by compiling and analyzing statistical data, researching and evaluating new methods, techniques, equipment and materials to improve overall efficiency and service to the division/districts.

## Program Highlights

The Maintenance Support Services budget is \$4,151,838, which reflects a decrease of 4.1 percent from the current fiscal year. The decrease is due to decreased funding for vacant positions.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Mower Repair and Service	#	1,242	1,266	1,292
Carpentry Repair and Service	#	593	575	604
Chemical Service	#	200	200	211
Fertilizer Service	#	171	268	281
Masonry Repair and Service	#	340	246	258
Painting Service	#	645	442	464
Plumbing Repair and Service	#	657	684	718
Welding Repair and Service	#	333	321	337
Electrical Repair and Service	#	255	268	281
Heavy Equipment Service	#	298	298	313
Utility Service	#	187	187	193

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	81.00	81.00	81.00	0.00	81.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>81.00</b>	<b>81.00</b>	<b>81.00</b>	<b>0.00</b>	<b>81.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,699,695	\$ 2,667,220	\$ 2,465,388	\$ 0	\$ 2,465,388
Current Expenses	1,728,515	1,648,750	1,647,750	0	1,647,750
Equipment	7,984	11,350	38,700	0	38,700
<b>Total</b>	<b>\$ 4,436,194</b>	<b>\$ 4,327,320</b>	<b>\$ 4,151,838</b>	<b>\$ 0</b>	<b>\$ 4,151,838</b>

Department of Parks and Recreation

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,434,700	\$ 4,317,320	\$ 4,141,838	\$ 0	\$ 4,141,838
Hanauma Bay Nature Preserve Fund	1,494	10,000	10,000	0	10,000
Total	\$ 4,436,194	\$ 4,327,320	\$ 4,151,838	\$ 0	\$ 4,151,838

## Recreation Services

## Program Description

This activity plans, promotes, organizes, conducts and provides recreational services for all segments of the population of Oahu. It provides direct recreational services to the public through citywide, district and community programs in cultural, recreational and other leisure time activities and special events.

## Program Highlights

The Recreation Services Program budget is \$17,844,580 which reflects a 4.1 percent increase over the current fiscal year. The increase is primarily due to funding provided by the State for the Healthy Hawaii Initiative Project and Federal funds for the Office of Youth Services Program. The budget also reflects the addition of contractual positions to staff swimming pools with a minimum of two aides to ensure safety, and an increase in funding for the Hanauma Bay Nature Preserve Education Program.

Budget issues include funding for various new equipment for the recreation facilities.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Tiny Tots	Register	1,865	1,883	1,902
Children	Register	27,899	28,179	28,460
Teens	Register	6,974	7,043	7,114
Adults	Register	14,500	14,656	14,790
Senior	Register	14,840	14,988	15,138
TOTAL	Register	66,078	66,749	67,404

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	182.00	185.00	185.00	0.00	185.00
Temporary FTE	14.40	14.40	14.40	0.00	14.40
Contract FTE	243.79	241.79	259.65	0.00	259.65
<b>Total</b>	<b>440.19</b>	<b>441.19</b>	<b>459.05</b>	<b>0.00</b>	<b>459.05</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 12,043,716	\$ 12,719,114	\$ 12,598,528	\$ 0	\$ 12,598,528
Current Expenses	4,443,047	4,372,028	5,099,132	0	5,099,132
Equipment	88,562	55,660	108,400	38,520	146,920
<b>Total</b>	<b>\$ 16,575,325</b>	<b>\$ 17,146,802</b>	<b>\$ 17,806,060</b>	<b>\$ 38,520</b>	<b>\$ 17,844,580</b>

Department of Parks and Recreation

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 14,920,386	\$ 15,596,957	\$ 15,759,416	\$ 38,520	\$ 15,797,936
Hanauma Bay Nature Preserve Fund	1,233,065	1,121,340	1,417,844	0	1,417,844
Special Projects Fund	25,000	0	200,000	0	200,000
Federal Grants Fund	396,874	428,505	428,800	0	428,800
Total	\$ 16,575,325	\$ 17,146,802	\$ 17,806,060	\$ 38,520	\$ 17,844,580

Parks and Recreation



## Grounds Maintenance

## Program Description

This activity provides maintenance services to all parks and recreation facilities on the island of Oahu. The activity provides groundskeeping, custodial and maintenance services.

## Program Highlights

The Grounds Maintenance budget is \$18,054,990 which reflects a decrease of 2.5 percent from the current fiscal year. This decrease is primarily due to decreased funding for vacant positions.

Budget issues include funding for contract security services for the Haiku Stairs and for a new floor buffer/cleaner for Makiki District Park.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Parks	#	301	305	307
Park Acreage	Acre	6,712	6,772	6,794
Softball Fields	#	178	194	194
Baseball Fields	#	40	40	40
Soccer Fields	#	81	88	90
Tennis Courts	#	217	217	217
Basketball Courts	#	231	231	231
Comfort Stations	#	175	179	181
Gymnasiums	#	23	23	23
Swimming Pools	#	20	20	20
Traffic Isle and Median Strips	#	86	96	106
Decorative Fountains	#	9	9	9

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	432.00	432.00	432.00	0.00	432.00
Temporary FTE	6.88	7.50	7.50	0.00	7.50
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>438.88</b>	<b>439.50</b>	<b>439.50</b>	<b>0.00</b>	<b>439.50</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 10,616,731	\$ 10,795,346	\$ 10,365,880	\$ 0	\$ 10,365,880
Current Expenses	7,686,701	7,704,850	7,577,990	103,720	7,681,710
Equipment	19,972	19,700	4,400	3,000	7,400
<b>Total</b>	<b>\$ 18,323,404</b>	<b>\$ 18,519,896</b>	<b>\$ 17,948,270</b>	<b>\$ 106,720</b>	<b>\$ 18,054,990</b>

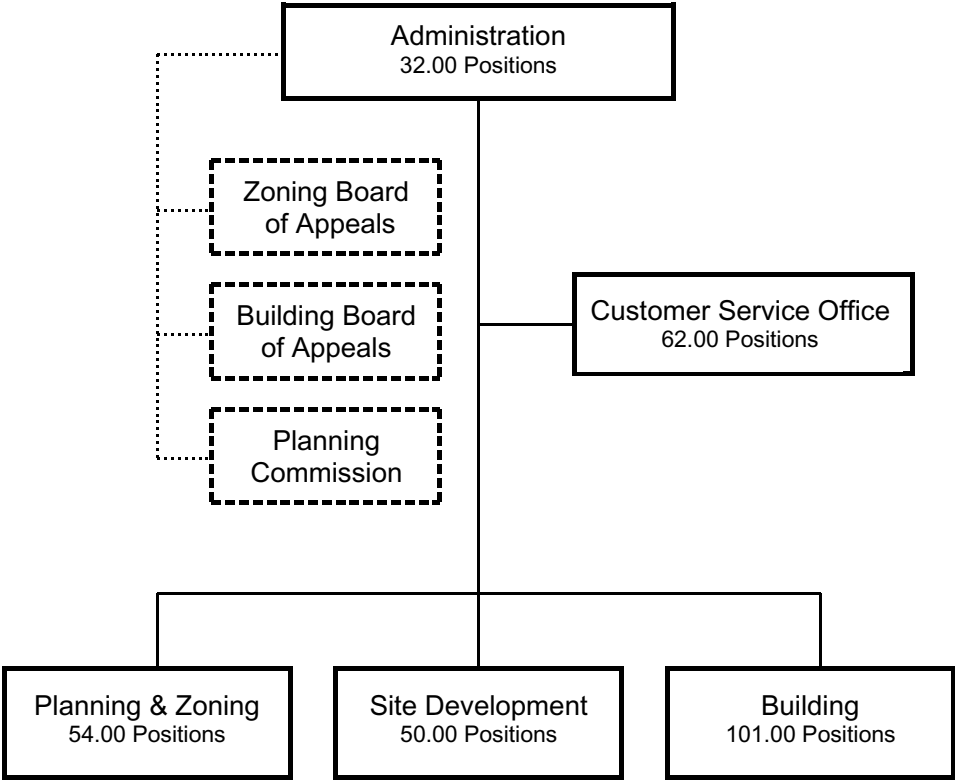
Department of Parks and Recreation

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 17,911,949	\$ 18,106,088	\$ 17,530,732	\$ 106,720	\$ 17,637,452
Hanauma Bay Nature Preserve Fund	411,455	413,808	417,538	0	417,538
Total	\$ 18,323,404	\$ 18,519,896	\$ 17,948,270	\$ 106,720	\$ 18,054,990

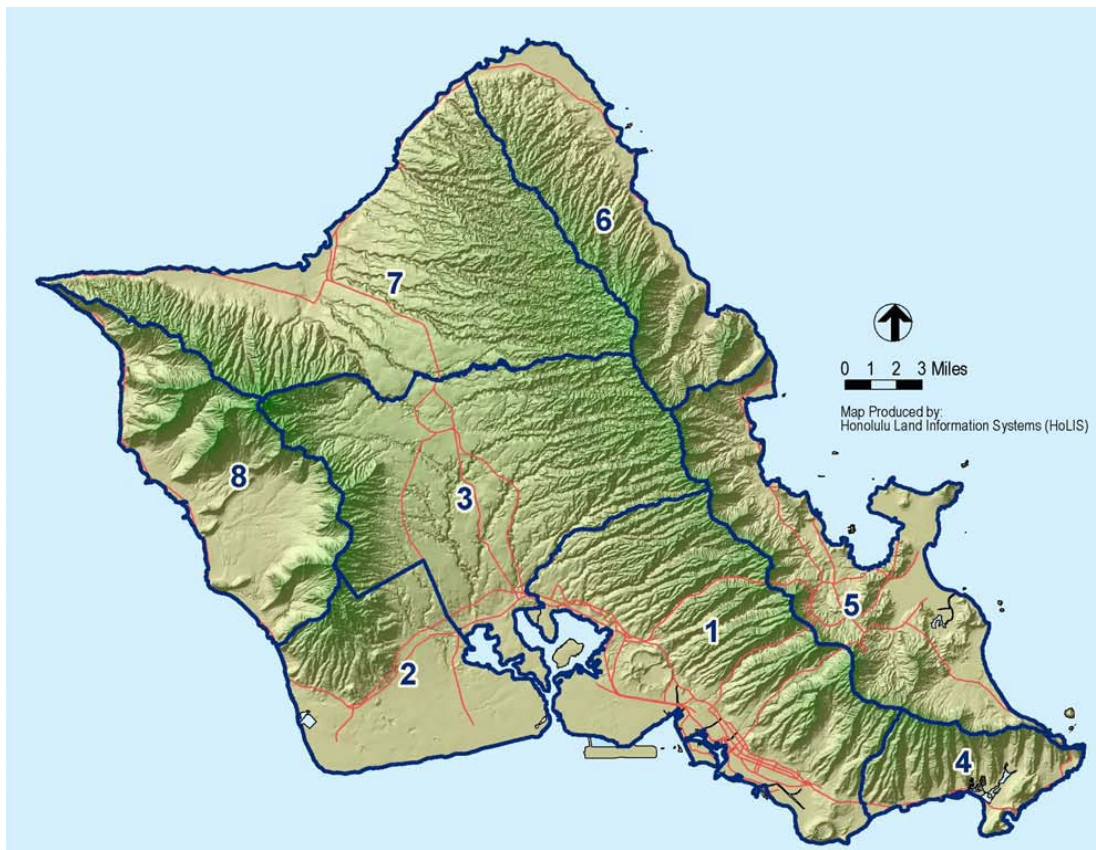
# Department of Planning and Permitting

DEPARTMENT OF PLANNING AND PERMITTING  
(DPP)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



DEPARTMENT OF PLANNING AND PERMITTING  
(DPP)  
SUSTAINABLE COMMUNITIES PLAN AREAS



- 1 PRIMARY URBAN CENTER
- 2 EWA
- 3 CENTRAL OAHU
- 4 EAST HONOLULU
- 5 KOOLAUPOKO
- 6 KOOLAULOA
- 7 NORTH SHORE
- 8 WAIANAE

## Department of Planning and Permitting

### Responsibilities

The Department of Planning and Permitting is responsible for the City's long-range planning and community planning efforts, and for the administration and enforcement of various permits required for the development and use of land. It is also responsible for the administration and enforcement of various codes pertaining to the construction of buildings, and for the administration and enforcement of various City standards and regulations pertaining to infrastructure requirements.

### Mission Statement

To provide the public with efficient, timely service that is responsive and effective in guiding development to:

- ensure the health and safety of our residents;
- protect our unique resources and environment;
- provide visually pleasing and livable neighborhoods that are compatible with surrounding areas;
- provide a community that is responsive to the residents' social, economic, medical, cultural, and recreational needs.

### Goals and Objectives

1. Formulate long-range land use policies that would guide the development for the benefit of the community and future generations.
2. Improve the effectiveness of various land use regulations and building codes in meeting the community's safety, social, environmental, and economic priorities.
3. Improve compliance with various land use regulations and building codes.
4. Increase efficiency of the department to provide timely services to the public and to minimize the cost of providing these services.
5. Provide a comprehensive and integrated information source of geographic information systems, land related records, and permit records to improve the operational services performed by the City.
6. Sustain a high quality of customer service, including providing information to improve the public's knowledge of land use and development controls and processes.
7. Make appropriate public files, plans, and reports available over the Internet by scanning departmental records and developing an access program.
8. Develop a system to accept, process, review and issue permits electronically and over the Internet.
9. Sustain a highly qualified, informed, and motivated department staff.

### Budget Initiatives and Highlights

The department's proposed budget is \$13,323,791, which reflects an increase of 4.7 percent over the current fiscal year. This increase is due mainly to a proposed CDBG project of \$100,000 to review and update the development codes, \$100,000 for the revision of the Ewa Development Plan and increased funding for vacant positions.

Most of the funding for the budget comes from the General Fund. Highway Funds are utilized for programs responsible for the review of roads, drainage systems, grading, street excavation, streetlights, traffic lights, street signs, and street markings. Sewer Funds are utilized to fund the program responsible for the review of sewer connections and the maintenance of GIS data needed to support the Wastewater Information Management System. The budget also includes \$228,604 in federal Coastal Zone Management Program funds for the administration of the Hawaii Coastal Zone Management Program.

**Performance Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Violations Corrected Within 6 Months (all)	%	96	96	96
Land Use Violations Corrected After Referral to Civil Fine Program	%	90	90	90
Average Processing Time for Zoning Variance	Months	3.2	3.2	3.2
Average Turnaround Time for Verbatim ZBA Transcripts	Days	10	10	10
Average Processing Time to Produce Copies of Subpoenaed Documents	Days	12	15	15
GIS Work Orders Completed	#	606	630	670
Maps Produced	#	499	525	550

**Fiscal Sustainability**Target YearGoal 1: Advance Departmental Self-Sufficiency

Initiative 1: Fiscal Self-Sustainability

(a) Restructure fees.

(b) Ensure that values listed on building permit applications are not understated.

Initiative 2: Permit Streamlining

(a) Third-party review implementation

Completed  
FY 2005

FY2004-2005

**DEPARTMENT POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	297.00	298.00	298.00	0.00	298.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	1.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>299.00</b>	<b>299.00</b>	<b>299.00</b>	<b>0.00</b>	<b>299.00</b>

**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 1,578,066	\$ 1,720,397	\$ 1,614,741	\$ 0	\$ 1,614,741
Site Development	2,215,639	2,254,127	2,368,056	0	2,368,056
Land Use Permits	2,494,766	2,479,316	1,353,249	0	1,353,249
Planning	0	0	1,384,481	0	1,384,481
Customer Service Office	2,246,482	2,273,297	2,224,778	0	2,224,778
Building	4,058,133	3,997,878	4,378,486	0	4,378,486
<b>Total</b>	<b>\$ 12,593,086</b>	<b>\$ 12,725,015</b>	<b>\$ 13,323,791</b>	<b>\$ 0</b>	<b>\$ 13,323,791</b>

## Department of Planning and Permitting

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 11,862,501	\$ 11,779,536	\$ 12,243,865	\$ 0	\$ 12,243,865
Current Expenses	728,758	945,479	1,068,001	0	1,068,001
Equipment	1,827	0	11,925	0	11,925
<b>Total</b>	<b>\$ 12,593,086</b>	<b>\$ 12,725,015</b>	<b>\$ 13,323,791</b>	<b>\$ 0</b>	<b>\$ 13,323,791</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 10,342,779	\$ 10,391,364	\$ 10,773,931	\$ 0	\$ 10,773,931
Highway Fund	1,236,993	1,230,741	1,330,968	0	1,330,968
Sewer Fund	785,143	889,330	890,288	0	890,288
Community Development Fund	0	0	100,000	0	100,000
Federal Grants Fund	228,171	213,580	228,604	0	228,604
<b>Total</b>	<b>\$ 12,593,086</b>	<b>\$ 12,725,015</b>	<b>\$ 13,323,791</b>	<b>\$ 0</b>	<b>\$ 13,323,791</b>



## Administration

## Program Description

This program plans, directs, and coordinates the activities of the Department of Planning and Permitting. It provides administrative service activities for the department, including personnel management, budget preparation, and fiscal management. The Honolulu Land Information System (HOLIS), which is part of the administration program, is responsible for the management of the City's Geographic Information System (GIS) and the associated tabular data bases. It oversees the operations that maintain, protect, store and utilize GIS data in support of City-wide programs and projects. It performs application software programming, data base management and maintenance, map production, user needs assessments, information system designs, geographic analyses, training, and data reporting. It also administers the GIS data distribution and public access programs.

## Program Highlights

## AutoPermits:

Provide technical and management support for the operations of the Department's Automated Permit Tracking System (AutoPermits). Key projects planned for this program include:

- Historical Document Scanning; scanning of over 2 million additional permit records, plans, and drawings.
- E-payment of permit fees; establish capability to pay permit fees electronically on the Internet.
- Digital permit plan submission; enable the submittal of electronic drawings and plans.
- Consolidation and streamlining of permit types; reduce and modify permit job types in the tracking system.

## Geographic Information Systems (GIS):

Provide administrative and technical oversight of the City's GIS program. Key projects planned for this program include:

- Automation of City Tax Plat map maintenance; reengineering of update processes for City tax plats.
- 3-D building shape creation; generate 3-dimensional building shapes and data.
- CIP Project Status Mapping; Intranet display of CIP locations and status.
- Homeland Security Interfaces; GIS maps and data for public safety and security operations.
- Facility and Asset Inventory; map displays of City facilities and assets for fiscal inventory programs.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
HONOLULU LAND INFORMATION SYSTEM:				
GIS Work Orders Completed	#	606	630	670
Land Base Data Updates and Maintained	#	433	450	475
Maps and Exhibits Prepared	#	499	525	550

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	31.00	31.00	31.00	0.00	31.00
Temporary FTE	1.00	1.00	1.00	0.00	1.00
Contract FTE	1.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>33.00</b>	<b>32.00</b>	<b>32.00</b>	<b>0.00</b>	<b>32.00</b>

## Department of Planning and Permitting

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,221,235	\$ 1,192,820	\$ 1,204,896	\$ 0	\$ 1,204,896
Current Expenses	355,004	527,577	397,920	0	397,920
Equipment	1,827	0	11,925	0	11,925
<b>Total</b>	<b>\$ 1,578,066</b>	<b>\$ 1,720,397</b>	<b>\$ 1,614,741</b>	<b>\$ 0</b>	<b>\$ 1,614,741</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,481,965	\$ 1,555,991	\$ 1,450,335	\$ 0	\$ 1,450,335
Sewer Fund	96,101	164,406	164,406	0	164,406
<b>Total</b>	<b>\$ 1,578,066</b>	<b>\$ 1,720,397</b>	<b>\$ 1,614,741</b>	<b>\$ 0</b>	<b>\$ 1,614,741</b>

## Site Development

### Program Description

The Site Development Program is responsible for the administration and enforcement of the subdivision ordinance, flood hazard district regulations, and City standards and regulations pertaining to infrastructure requirements for the site development. The program processes applications for subdivisions, reviews construction plans for subdivision improvements by private developers within City rights-of-way or easements, and conducts site inspections to ensure compliance with approved plans and City standards for roads, drainage systems, sewer systems, street lights, traffic lights, street signs, and street markings. It also processes and issues permits for grading, street excavation, and sewer connections, and reviews various land development and building permit applications for adequacy of the infrastructure.

### Program Highlights

The proposed budget of \$2,368,056 reflects a 5.1 percent increase over the current fiscal year. The increase is primarily due to increased funding for vacant positions.

One of the major priorities of the department will be the processing of an amendment to update the flood regulations in the Land Use Ordinance.

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Subdivisions/Consolidations	#	329	360	360
Street Name Applications	#	22	20	20
Flood Variance Applications	#	6	10	10
Flood Determinations	#	17	20	20
Grading Permits	#	814	850	850
Trench Excavation Permits	#	1,075	1,100	1,100
Sewer Connection Permits	#	950	1,620	1,620
Sewer Adequacy Studies	#	706	800	800
Construction Plans Reviewed	#	1,078	1,000	1,000
Land Use Permits/Projects Reviewed	#	283	300	300
Park Dedication Applications	#	72	70	70

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	50.00	50.00	50.00	0.00	50.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>50.00</b>	<b>50.00</b>	<b>50.00</b>	<b>0.00</b>	<b>50.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,142,489	\$ 2,137,754	\$ 2,241,406	\$ 0	\$ 2,241,406
Current Expenses	73,150	116,373	126,650	0	126,650
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,215,639</b>	<b>\$ 2,254,127</b>	<b>\$ 2,368,056</b>	<b>\$ 0</b>	<b>\$ 2,368,056</b>

Department of Planning and Permitting

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 289,604	\$ 298,462	\$ 311,206	\$ 0	\$ 311,206
Highway Fund	1,236,993	1,230,741	1,330,968	0	1,330,968
Sewer Fund	689,042	724,924	725,882	0	725,882
Total	\$ 2,215,639	\$ 2,254,127	\$ 2,368,056	\$ 0	\$ 2,368,056

## Land Use Permits

## Program Description

The Land Use Permits Program is responsible for administering the Land Use Ordinance (LUO) and other regulations pertaining to land use within the City and County of Honolulu. It reviews and prepares amendments to the LUO as required, coordinates interpretations of the LUO, and reviews and processes all LUO regulated land use permits. In addition, it administers the Coastal Zone Management Program on behalf of the City and processes all required Special Management Area Use Permits.

## Program Highlights

The department is currently working on an amendment to update the existing home occupation provisions in the Land Use Ordinance.

Note: The Land Use Permits Program and the Planning Program were reflected as one program (Planning and Zoning) in previous budgets.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
PERMITS PROCESSED:				
Planned Development Housing	#	5	10	5
Cluster Housing	#	2	2	3
Special Design Districts	#	100	104	115
Special Management Area	#	94	86	97
Shoreline Setback Variance	#	14	32	30
Minor Shoreline Structures	#	14	16	15
Environmental Assessments				
Revised / EIS Determination Made	#	71	71	71
Conditional Use Permit – Minor/Major	#	67	90	110
Plan Review Use	#	1	2	2
Temporary Use	#	16	8	10
Zoning Variance	#	109	72	70
Zoning Adjustment	#	61	58	60
Waiver	#	73	60	55
Existing Use Permit	#	46	40	30
Minor Modifications to Permits	#	121	115	120
ZONING BOARD OF APPEALS:				
Appeals Filed	#	16	20	10
PLANNING COMMISSION				
Recommendations Transmitted / Actions Taken	#	20	20	20

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	53.00	54.00	27.00	0.00	27.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>53.00</b>	<b>54.00</b>	<b>27.00</b>	<b>0.00</b>	<b>27.00</b>

## Department of Planning and Permitting

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,468,977	\$ 2,454,663	\$ 1,319,283	\$ 0	\$ 1,319,283
Current Expenses	25,789	24,653	33,966	0	33,966
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,494,766</b>	<b>\$ 2,479,316</b>	<b>\$ 1,353,249</b>	<b>\$ 0</b>	<b>\$ 1,353,249</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,393,198	\$ 2,382,075	\$ 1,243,597	\$ 0	\$ 1,243,597
Federal Grants Fund	101,568	97,241	109,652	0	109,652
<b>Total</b>	<b>\$ 2,494,766</b>	<b>\$ 2,479,316</b>	<b>\$ 1,353,249</b>	<b>\$ 0</b>	<b>\$ 1,353,249</b>

## Planning

### Program Description

The Planning Program is responsible for the preparation, evaluation, and revision of the Oahu General Plan and the eight long range regional development plans. It processes applications for State land use boundary amendments for parcels equal or less than 15 acres and represents the City before the Land Use Commission for amendments larger than 15 acres. It also processes applications for development plan land use map and public facility map amendments, public infrastructure map amendments, zone changes and State special use permits, and monitors the status of Unilateral Agreement conditions, including affordable housing program requirements. In addition, it develops community-based special area plans; provides support to the Mayor's community vision program; prepares an annual report on current status of land use, and a biennial report on the condition of the city; and provides forecasts of population, housing, visitor units, and employment for City and State infrastructure planning, and assistance to the Oahu Metropolitan Planning Organization with respect to land use and population planning issues.

### Program Highlights

- Preparations are underway for City Council to consider adoption of the revised Primary Urban Center DP.
- The Five Year Review is underway for the East Honolulu SCP.
- The Five Year Review for one SCP is scheduled to begin by end of FY2004 and three SCPs in FY2005.
- Based on revised State projections for Oahu, Year 2030 socio-economic projections for Oahu traffic planning areas are being prepared. (The projections are needed by OMPO for the updating of the Oahu Regional Transportation Plan which is to begin in FY2004. The ORTP is a requirement for Federal funding of highway and other transportation improvements on Oahu.)
- Contract administration is continuing on Vision Group community planning projects.
- Assistance was provided to OMPO in the identification and distribution of minority and low-income populations to address Title VI and Environmental Justice requirements.
- Changes in zoning and related EAs and EISs are being processed. They include major projects such as Ewa Gentry Makai and Koa Ridge.
- Preliminary reviews are being made and comments forwarded to DDC, ENV, and DTS on the proposed FY2005 CIP budget for consistency with City plans and policies. A final review and report on the CIP budget submitted to Council will be prepared and forwarded to Council in March.
- Revision to the Ewa Development Plan.
- Update of the Land Development Codes (Community Development funded.)

Note: The Land Use Permits Program and the Planning Program were reflected as one program (Planning and Zoning) in previous budgets.

## Department of Planning and Permitting

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
<b>PERMITS PROCESSED:</b>				
State Land Use District Boundary Amendment 15 acres or less	#	1	1	1
State Land Use Commission, DPP as a Party to Proceedings	#	2	2	2
Zone Change Applications	#	17	20	20
Zoning District Boundary Adjustments	#	13	5	10
State Special Use Permits	#	7	3	5
<b>ENVIRONMENTAL IMPACT ASSESSMENTS:</b>				
EA/EIS Reviews	#	23	25	25
EA/EIS Processed	#	1	1	1
<b>UNILATERAL AGREEMENT MONITORING:</b>				
Permit Reviews	#	300	300	300
Affordable Housing Agreements	#	50	50	50
<b>GENERAL PLAN:</b>				
Annual Report Completed	#	1	1	1
Biennial Report Completed	#	0	1	
Amendment/Ten Year Review of General Plan	#	1	0	1
<b>DEVELOPMENT / SUSTAINABLE COMMUNITIES PLANS:</b>				
DPs Under Revision (to conform with 1992 Charter)	#	2	1	NA
5 Year Review of DP/SCPs	#	1	3	4
Land Use Development Rules & Regs Review	#	0	0	1
Land Use Map Amendments Processed	#	2	0	NA
Public Facilities Map Amendments Processed	#	4	6	NA
DP/SCP Amendments Processed	#	1	0	0
Vision Group project contract management	#	9	9	9
<b>WATER USE PERMIT:</b>				
Applications Reviewed	#	9	10	10
<b>PUBLIC INFRASTRUCTURE MAPS:</b>				
Amendments Processed	#	5	5	5
New PIM drafted and adopted	#	1	1	NA
<b>CIP BUDGET:</b>				
Review Completed (Administration & BWS)	#	2	2	2
Review of Preliminary Agency, Vision, and Neighborhood Board CIP proposals	#	440	400	400

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	0.00	0.00	27.00	0.00	27.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>27.00</b>	<b>0.00</b>	<b>27.00</b>



**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 0	\$ 0	\$ 1,167,246	\$ 0	\$ 1,167,246
Current Expenses	0	0	217,235	0	217,235
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 1,384,481</b>	<b>\$ 0</b>	<b>\$ 1,384,481</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 0	\$ 0	\$ 1,284,481	\$ 0	\$ 1,284,481
Community Development Fund	0	0	100,000	0	100,000
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 1,384,481</b>	<b>\$ 0</b>	<b>\$ 1,384,481</b>

## Department of Planning and Permitting

### Customer Service Office

#### Program Description

The Customer Service Office is responsible for various services and functions that involve “front-line” interaction with the public. It operates the consolidated permit counter which is responsible for handling customer inquiries, processing minor permits over the counter, intaking permit applications for review and collecting permit fees. It also operates a consolidated permit records center which maintains the department’s various historical and current records pertaining to properties and permits. The Customer Service Office is also responsible for the intake of all complaints, inspections to follow up on complaints, inspections of existing buildings, structures, vacant lots, and sidewalks for the purpose of eliminating unsafe and substandard conditions, and the administration of the code enforcement civil fine program.

#### Program Highlights

The proposed budget of \$2,224,778 reflects a 2.1 percent decrease from the current fiscal year.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Building Permits Issued	#	14,826	16,000	16,800
Inspections Conducted:				
Housing Units	#	2,470	2,500	2,560
Other Buildings (Care Home, Day Care Centers, Private Schools, etc.)	#	342	300	280
Vacant Lots	#	180	160	150
Sidewalks	#	3,293	3,100	3,000
Substandard Buildings Found	#	17	30	40
Substandard Buildings Repaired	#	14	30	40
Substandard Buildings Demolished	#	18	30	45
Housing Units with Housing Code Deficiencies Found	#	293	280	280
Housing Units with Housing Code Deficiencies Corrected	#	255	260	270
Zoning Violation Notices Issued	#	183	210	250
Zoning Violations Corrected	#	146	150	160
Civil Fine Orders Issued	#	243	200	200
Civil Fine Cases Closed	#	121	115	115
Nonconforming Use Certificate Renewals Processed	#	0	1,062	1,060
Permit Files Made Available for Customers	#	36,796	37,000	37,500

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	62.00	62.00	59.00	0.00	59.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>62.00</b>	<b>62.00</b>	<b>59.00</b>	<b>0.00</b>	<b>59.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,161,183	\$ 2,198,218	\$ 2,139,584	\$ 0	\$ 2,139,584
Current Expenses	85,299	75,079	85,194	0	85,194
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,246,482</b>	<b>\$ 2,273,297</b>	<b>\$ 2,224,778</b>	<b>\$ 0</b>	<b>\$ 2,224,778</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,119,879	\$ 2,156,958	\$ 2,105,826	\$ 0	\$ 2,105,826
Federal Grants Fund	126,603	116,339	118,952	0	118,952
<b>Total</b>	<b>\$ 2,246,482</b>	<b>\$ 2,273,297</b>	<b>\$ 2,224,778</b>	<b>\$ 0</b>	<b>\$ 2,224,778</b>

## Department of Planning and Permitting

### Building

#### Program Description

The Building Program is responsible for the administration and enforcement of the Building, Electrical, Plumbing, and Housing Codes. It reviews permit applications, plans, specifications, and calculations in conjunction with the issuance of Building, Relocation, and Sign permits, and inspects buildings, structures, sidewalks, and driveways under construction for compliance with approved plans and all the pertinent codes.

#### Program Highlights

The department is currently reviewing and updating the existing building code. The department is also developing rules to have a "third party" review process.

The proposed budget of \$4,378,486 reflects a 9.5 percent increase over the current fiscal year. The increase is primarily due to increased funding to fill vacant positions in this activity.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
<b>BUILDING CODE:</b>				
Commercial/Multi-Unit Plans Reviewed	#	2,718	2,900	3,000
Complaints Serviced	#	1,166	1,300	1,300
Inspections Conducted	#	70,946	67,200	70,000
Violation Notices Issued	#	734	1,000	1,000
<b>ELECTRICAL CODE:</b>				
Plans Checked	#	2,108	2,200	2,300
Inspections Conducted	#	23,337	28,000	29,000
<b>MECHANICAL CODE:</b>				
Plans Checked	#	2,327	2,500	2,750
Inspections Conducted	#	19,087	21,000	23,100
<b>ZONING PLAN REVIEW:</b>				
Building / Sign Permit Applications Reviewed	#	7,750	9,000	9,200
Other Permits/Applications Reviewed	#	418	550	595
<b>BUILDING BOARD OF APPEALS:</b>				
Cases Processed	#	28	30	30

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	101.00	101.00	104.00	0.00	104.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>101.00</b>	<b>101.00</b>	<b>104.00</b>	<b>0.00</b>	<b>104.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,868,617	\$ 3,796,081	\$ 4,171,450	\$ 0	\$ 4,171,450
Current Expenses	189,516	201,797	207,036	0	207,036
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,058,133</b>	<b>\$ 3,997,878</b>	<b>\$ 4,378,486</b>	<b>\$ 0</b>	<b>\$ 4,378,486</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,058,133	\$ 3,997,878	\$ 4,378,486	\$ 0	\$ 4,378,486
<b>Total</b>	<b>\$ 4,058,133</b>	<b>\$ 3,997,878</b>	<b>\$ 4,378,486</b>	<b>\$ 0</b>	<b>\$ 4,378,486</b>

---

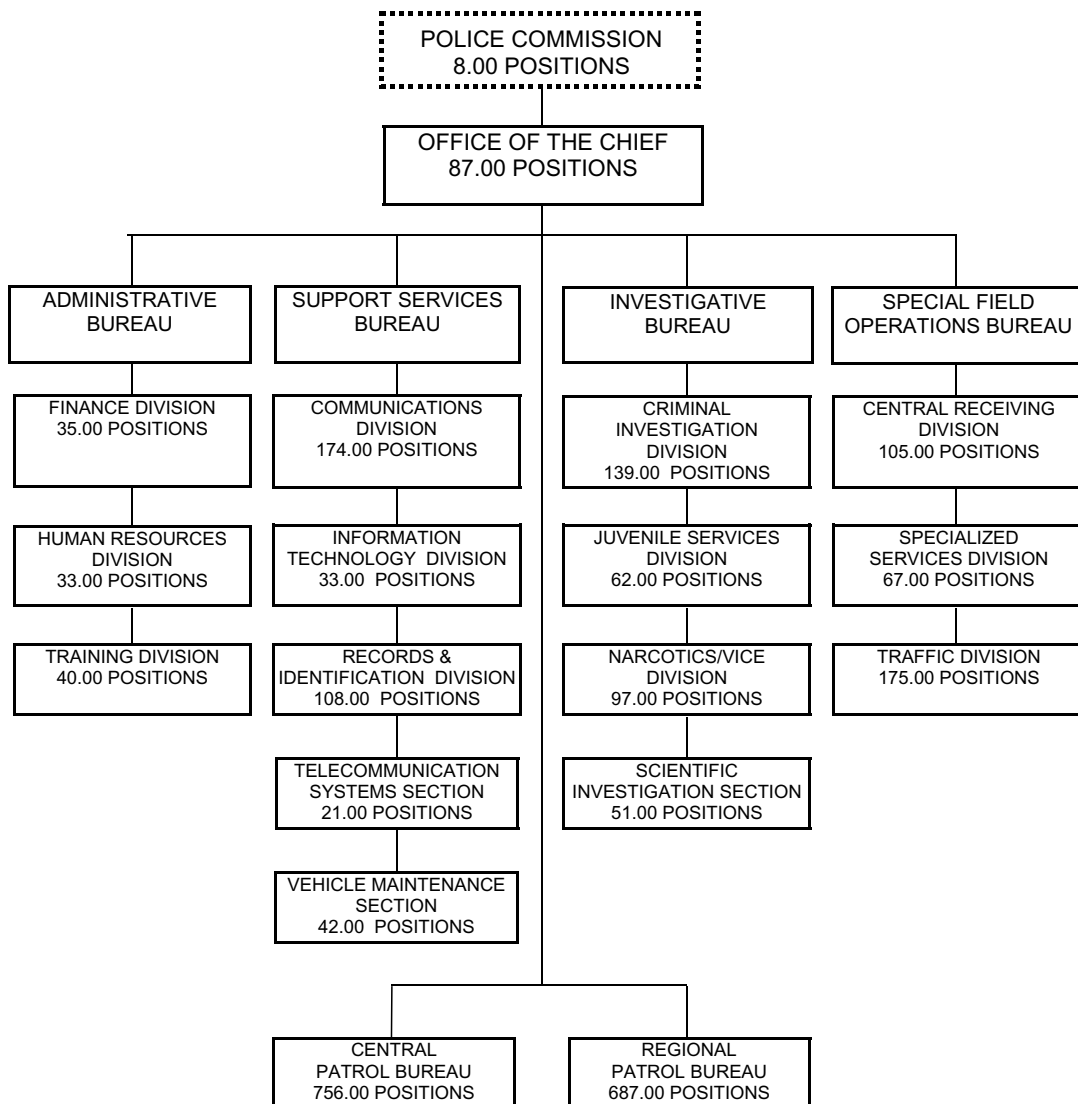
***This Page Intentionally Left Blank***

---

# Honolulu Police Department

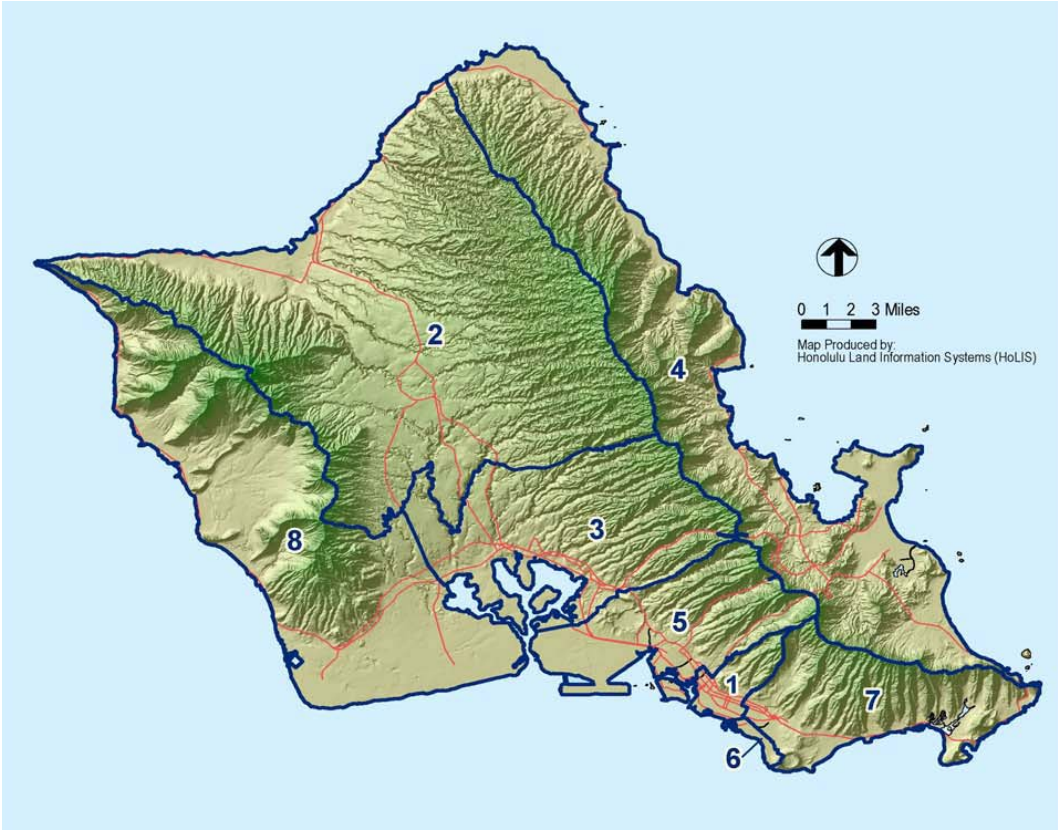
# HONOLULU POLICE DEPARTMENT (HPD) ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.





HONOLULU POLICE DEPARTMENT  
(HPD)  
MAP OF HONOLULU CITY AND COUNTY



	DISTRICT	POPULATION	% OF TOTAL	SQ. MILES	OFFICERS	BEATS
1	CENTRAL HONOLULU	70,900	8%	16	200	24
2	WAHIAWA	101,400	12%	186	111	12
3	PEARL CITY	142,300	16%	66	183	15
4	KANEOHE	136,500	16%	126	188	22
5	KALIHĪ	156,700	18%	37	203	21
6	WAIKIKI	20,800	2%	1	163	13
7	EAST HONOLULU	152,800	8%	40	166	26
8	WAIANAĒ/KAPOLEI	86,600	10%	128	138	18

## Honolulu Police Department

### Responsibilities

The Honolulu Police Department is responsible for the preservation of the public peace, prevention of crime, detection and apprehension of law offenders, protection of the rights of persons and property, and enforcement of Federal and State laws and City ordinances and regulations. These functions are carried out in accordance with the following departmental values:

- The most important job of the police is to safeguard human life.
- The community is entitled to the best possible police service.
- The responsibility for developing a safe and secure community is shared by the police, other organizations, and the public.
- Vigorous law enforcement can be conducted with ample concern for individual rights.
- Excellence in policing depends on excellence of character among those doing the policing.
- The department is obligated to the community to manage its resources wisely.
- The department will pursue the most useful scientific and technological developments in order to improve police operations and management.
- The department will maintain full and honest communication with the media and the community.
- The department promotes open management, employee participation, and effective intradepartmental communications.

### Mission Statement

We, the men and women of the Honolulu Police Department, are dedicated to providing excellent service through partnerships that build trust, reduce crime, create a safe environment, and enhance the quality of life in our community. We are committed to these principles:

- **INTEGRITY - We have integrity.** We adhere to the highest moral and ethical standards. We are honest and sincere in dealing with each other and the community. We have the courage to uphold these principles and are proud that they guide us in all we do.
- **RESPECT - We show respect.** We recognize the value of our unique cultural diversity and treat all people with kindness, tolerance, and dignity. We cherish and protect the rights, liberties, and freedoms of all as granted by the constitutions and laws of the United States and the State of Hawaii.
- **FAIRNESS - We act with fairness.** Objective, impartial decisions and policies are the foundation of our interactions. We are consistent in our treatment of all persons. Our actions are tempered with reason and equity.

...in the spirit of Aloha

### Goals and Objectives

Listed below are major goals and objectives of the department:

1. To improve traffic safety.
2. To reduce household violence.
3. To support positive juvenile activities.
4. To promote community policing.
5. To foster employee participation.
6. To decrease property crime.
7. To strengthen scientific and technological capacities.
8. To encourage professional development and growth among the department's employees.
9. To continue to fight drug abuse through prevention, education, and enforcement.

### Budget Initiatives and Highlights

The Honolulu Police Department's proposed fiscal year 2005 budget is \$168,852,976, which reflects an increase of 7.7 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

The budget also provides for seven additional full-time equivalents (FTE) School Traffic Monitor contract positions in the Traffic Division to allow the department to hire more School Traffic Monitors. Also included in the budget is one new Senior Account

Clerk contract position in the Finance Division to provide grant related services. The salary of this position is reimbursed by a federal grant.

As in previous years, the budget also includes a training pool of 360 Metropolitan Police Recruit positions (unfunded) and 120 temporary Field Training Officer positions (unfunded) to efficiently schedule and fill recruit positions and on-the-job trainer positions for the department. These positions are not included in the department's position count to avoid double counting because they are already reflected in the department's funded vacant positions.

In fiscal year 2005, the budget also includes a training pool of 15 Police Radio Dispatcher I positions (unfunded) and 35 temporary Police Radio Dispatcher III Training positions (unfunded) to efficiently schedule and fill dispatcher positions and on-the-job dispatcher trainer positions for the department. These positions are not included in the department's position count to avoid double counting because they are already reflected in the department's funded vacant positions.

#### Performance Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Under development and review				

#### DEPARTMENT POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	2,647.00	2,664.00	2,664.00	0.00	2,664.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	56.00	56.00	64.00	0.00	64.00
<b>Total</b>	<b>2,703.00</b>	<b>2,720.00</b>	<b>2,728.00</b>	<b>0.00</b>	<b>2,728.00</b>

#### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Police Commission	\$ 396,018	\$ 446,164	\$ 408,246	\$ 0	\$ 408,246
Office of the Chief of Police	5,285,564	5,493,110	6,011,222	0	6,011,222
Patrol	75,985,477	74,682,052	82,254,456	0	82,254,456
Traffic	7,325,532	7,886,477	8,273,144	0	8,273,144
Specialized Services	4,933,032	5,075,888	5,482,616	0	5,482,616
Central Receiving	4,574,924	4,839,827	5,255,103	0	5,255,103
Criminal Investigation	9,311,569	9,240,000	10,177,467	0	10,177,467
Juvenile Services	3,747,325	3,885,942	4,020,394	0	4,020,394
Narcotics/Vice	5,878,975	6,129,860	6,627,022	0	6,627,022
Scientific Investigation	2,341,364	2,595,856	2,516,734	0	2,516,734

## Honolulu Police Department

### EXPENDITURES BY PROGRAM

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Communications	7,427,800	7,701,078	7,991,112	0	7,991,112
Records and Identification	4,359,445	4,478,979	4,674,260	0	4,674,260
Information Technology	2,712,428	4,245,022	3,000,202	0	3,000,202
Telecommunications Systems	1,398,264	1,590,869	2,182,252	0	2,182,252
Vehicle Maintenance	1,906,273	1,944,940	2,079,394	0	2,079,394
Human Resources	2,032,213	2,079,332	2,262,226	0	2,262,226
Training	8,766,678	9,530,764	10,455,820	0	10,455,820
Finance	5,129,018	4,930,816	5,181,306	0	5,181,306
HPD Grants	2,861,898	0	0	0	0
<b>Total</b>	<b>\$ 156,373,797</b>	<b>\$ 156,776,976</b>	<b>\$ 168,852,976</b>	<b>\$ 0</b>	<b>\$ 168,852,976</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 131,394,962	\$ 133,617,766	\$ 146,380,582	\$ 0	\$ 146,380,582
Current Expenses	24,635,245	22,919,210	21,662,394	0	21,662,394
Equipment	343,590	240,000	810,000	0	810,000
<b>Total</b>	<b>\$ 156,373,797</b>	<b>\$ 156,776,976</b>	<b>\$ 168,852,976</b>	<b>\$ 0</b>	<b>\$ 168,852,976</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 137,256,395	\$ 139,467,872	\$ 150,078,686	\$ 0	\$ 150,078,686
Highway Fund	16,255,504	17,309,104	18,774,290	0	18,774,290
Federal Grants Fund	2,861,898	0	0	0	0
<b>Total</b>	<b>\$ 156,373,797</b>	<b>\$ 156,776,976</b>	<b>\$ 168,852,976</b>	<b>\$ 0</b>	<b>\$ 168,852,976</b>

## Police Commission

## Program Description

The Police Commission appoints and may remove the Chief of Police; reviews the departmental budget and makes recommendations to the Mayor; submits an annual report to the Mayor and the City Council; receives, considers, and investigates charges brought by the public against the department or any of its members, and reports its findings to the Chief of Police; and reviews requests for legal counsel for police officers.

## Program Highlights

The commission holds public meetings throughout the year to ensure that the citizenry have adequate opportunity to express their concerns regarding police conduct. The 60-day complaint registration deadline has been extended to accommodate a broader base of complaints. The tracking data base of complaints against police officers will afford more thorough monitoring of complaints by accounting for both department and commission investigations.

The Police Commission program budget of \$408,246 reflects a decrease of 8.5 percent from the current fiscal year. The decrease is primarily due to decreased funding for vacant positions. The major current expense item is for office rent (Ali'i Place) to maintain a completely separate location away from police facilities.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
COMPLAINTS REGISTERED:				
Complaints:	#	130	135	135
Investigated	#	110	115	115
Incomplete Investigations	#	20	20	20
Withdrawn Complaints	#	5	5	5
Referred to Internal Affairs	#	12	15	15
Officers	#	150	155	155
COMPLAINTS REFERRED:				
Referrals	#	15	15	15
Cases Initiated	#	5	5	5
LEGAL:				
Requests Counsel Requests	#	70	73	73
Requests for Records	#	30	33	33
Reports Provided	#	25	30	30

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	8.00	8.00	8.00	0.00	8.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>

Honolulu Police Department

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 316,201	\$ 368,664	\$ 318,786	\$ 0	\$ 318,786
Current Expenses	79,817	77,500	89,460	0	89,460
Equipment	0	0	0	0	0
Total	\$ 396,018	\$ 446,164	\$ 408,246	\$ 0	\$ 408,246

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 396,018	\$ 446,164	\$ 408,246	\$ 0	\$ 408,246
Total	\$ 396,018	\$ 446,164	\$ 408,246	\$ 0	\$ 408,246

Police

## Office of the Chief of Police

**Program Description**

The Office of the Chief of Police provides the overall administration of the Honolulu Police Department. It is responsible for the control, management and direction of its officers and civilian employees. It ensures that the department's operations are directed toward the preservation of the public peace, prevention of crime, detection and arrest of offenders of the law, protection of the rights of persons and property and the enforcement of all state laws and city ordinances.

**Program Highlights**

The Office of the Chief of Police seeks to expand the inspection function to ensure timely and thorough reviews of all divisions in the department; employ technological developments that improve the capabilities to gather evidential information and combat crime; and continue program development addressing alcohol abuse and domestic violence among employees.

The Office of the Chief of Police program budget of \$6,011,222 reflects an increase of 9.4 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

**Output Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
<b>INTERNAL AFFAIRS:</b>				
Discrepancies Per Inspection	#	6.71	6.72	6.73
Investigations Per Total Employees	#	.31	.32	.31
Formal Investigations	#	583	612	643
Criminal Investigations	#	165	173	182
<b>CRIMINAL INTELLIGENCE UNIT:</b>				
Cases and Investigations	#	175	184	193
Intelligence Reports	#	423	444	466
<b>INFORMATION RESOURCES SECTION:</b>				
Lectures and Presentations	#	225	237	240
Section and Museum Tours	#	1,150	1,208	1,217
<b>Neighborhood Security Watch:</b>				
Home Security Checks	#	45	47	50
Business Security Checks	#	25	26	27
<b>HUMAN SERVICES UNIT:</b>				
Consultations to Administration	#	500	500	500
Trainings Provided	#	40	40	50

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	87.00	87.00	87.00	0.00	87.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>87.00</b>	<b>87.00</b>	<b>87.00</b>	<b>0.00</b>	<b>87.00</b>

Honolulu Police Department

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,659,282	\$ 4,823,560	\$ 5,380,872	\$ 0	\$ 5,380,872
Current Expenses	626,282	669,550	630,350	0	630,350
Equipment	0	0	0	0	0
Total	\$ 5,285,564	\$ 5,493,110	\$ 6,011,222	\$ 0	\$ 6,011,222

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 5,285,564	\$ 5,493,110	\$ 6,011,222	\$ 0	\$ 6,011,222
Total	\$ 5,285,564	\$ 5,493,110	\$ 6,011,222	\$ 0	\$ 6,011,222

Police



## Patrol

## Program Description

The Patrol Bureau plans, directs and coordinates the operations of all field uniformed police units. The Patrol Bureau is responsible for all operations related to the prevention of crime, enforcement of the laws of the State of Hawaii and City and County of Honolulu, and the apprehension and custody of violators.

## Program Highlights

The Patrol Bureau will continue to prevent and suppress criminal activities through the utilization of contemporary tactical equipment and advanced specialized units, reduce vehicular and pedestrian traffic collisions, and identify and apprehend law violators through productive improvement programs.

The Patrol Bureau program budget of \$82,254,456 reflects an increase of 10.1 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
PART I: (Cases Include Murder, Rape, Robbery, Aggravated Assault, Burglary and Auto Theft)				
Cases Assigned	#	51,070	54,610	58,420
Arrests	#	2,370	2,380	2,410
PART II: (Cases Include Arson, Fraud, Drugs, Gambling and Other Lesser Crimes)				
Cases Assigned	#	63,240	67,600	72,270
Arrests	#	24,900	24,410	24,750
TRAFFIC ARRESTS	#	660	670	680
CITATION ISSUED	#	165,250	168,750	171,860

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	1,432.00	1,443.00	1,443.00	0.00	1,443.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1,432.00</b>	<b>1,443.00</b>	<b>1,443.00</b>	<b>0.00</b>	<b>1,443.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 68,374,103	\$ 67,609,512	\$ 74,949,336	\$ 0	\$ 74,949,336
Current Expenses	7,611,374	7,072,540	7,305,120	0	7,305,120
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 75,985,477</b>	<b>\$ 74,682,052</b>	<b>\$ 82,254,456</b>	<b>\$ 0</b>	<b>\$ 82,254,456</b>

Honolulu Police Department

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 67,608,180	\$ 65,840,204	\$ 72,383,922	\$ 0	\$ 72,383,922
Highway Fund	8,377,297	8,841,848	9,870,534	0	9,870,534
Total	\$ 75,985,477	\$ 74,682,052	\$ 82,254,456	\$ 0	\$ 82,254,456

Police

## Traffic

## Program Description

The Traffic Division is responsible for promoting the safe and efficient movement of traffic on the public roadways through educational programs, traffic management, and enforcement of traffic laws; investigating death and critical injury collisions and felony traffic crimes; and overseeing the investigation and completion of Category A traffic collision cases. The Traffic Division also monitors and analyzes traffic-related concerns, trends, and statistics to assist in planning and preparing for changing conditions.

## Program Highlights

The efficient investigation of traffic collisions when roadways are closed is necessary to minimize the impact on the driving public. The use of the Leica Reflectorless Total Station will help to minimize the amount of officers needed to obtain measurements at the scene, allowing these officers to complete the other requirements of the investigation.

The Traffic program budget of \$8,273,144 reflects an increase of 4.9 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

The budget also provides for seven additional full-time equivalents (FTE) School Traffic Monitor contact positions to allow the department to hire more School Traffic Monitors.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Collisions:				
Major	#	8,700	8,500	8,400
Minor	#	14,300	14,200	13,900
Non-Traffic	#	5,200	5,500	5,000
Total	#	28,200	28,200	27,300
Fatal Collisions	#	66	68	65
Failure to Render Aid Cases	#	25	35	30
Critical Collisions	#	62	53	55
Follow-Ups	#	1,975	1,885	1,900

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	142.00	142.00	142.00	0.00	142.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	33.00	33.00	40.00	0.00	40.00
<b>Total</b>	<b>175.00</b>	<b>175.00</b>	<b>182.00</b>	<b>0.00</b>	<b>182.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 6,577,343	\$ 7,093,839	\$ 7,555,144	\$ 0	\$ 7,555,144
Current Expenses	748,189	792,638	718,000	0	718,000
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 7,325,532</b>	<b>\$ 7,886,477</b>	<b>\$ 8,273,144</b>	<b>\$ 0</b>	<b>\$ 8,273,144</b>

Honolulu Police Department

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 7,325,532	\$ 7,886,477	\$ 8,273,144	\$ 0	\$ 8,273,144
Total	\$ 7,325,532	\$ 7,886,477	\$ 8,273,144	\$ 0	\$ 8,273,144

Police

## Specialized Services

### Program Description

The Specialized Services Division performs selective enforcement functions, uniformed and plainclothes, on an island-wide basis to assist patrol units in situations that may exceed patrol's capabilities. The division provides VIP security, picket line control, and civil demonstration coverage; trains and utilizes dogs for specific functions; provides aerial support to field units; responds to hostage and barricaded suspect and sniper situations; responds to bombs and explosive device incidents and participates in their investigations; administers the Witness Protection Program, Parks Detail, and Mounted Horse Unit. The division serves all gun-related temporary restraining orders (TROs) and provides entry and security on all search warrants.

The Specialized Services Division also coordinates and utilizes SWAT and helicopter personnel in the apprehension of violent offenders, aids in the recovery of evidence and stolen property, and assists patrol by implementing crime-reduction strategies in high crime areas. The division conducts intensive training programs for the Canine Detail, Bomb/Chem-Bio Squad, SWAT Teams, and Mounted Horse Unit in order to maintain a high degree of proficiency. The division maintains working relationships with military and other law enforcement agencies having similar responsibilities.

### Program Highlights

The divisional reorganization, through the functional reconfiguration of the task group teams and the reallocation of existing non-tactical officer positions, continues to optimize the training and utilization of personnel in meeting the divisional program objective.

The Bomb/Chem-Bio Detail has been augmented through training, personnel, and equipment to expand its ability to respond to multiple incidents simultaneously. The acquisition of two robots further enable the detail to perform high-risk tasks, such as explosives remediation and various tactical duties, with less risk to personnel.

The Mounted Horse Unit adds a new dimension to the division in terms of crowd control, rural area searches, high-visibility patrol, and public relations.

The division is focused on the timely service of temporary restraining orders involving firearms to reduce the chances of violence in these situations. Likewise, the apprehension of felony and high-risk fugitives remains a high priority to reduce violent and property crimes in the community.

The division is evaluating training and fitness requirements to minimize injury and maximize manpower, fitness, and availability.

The Specialized Services program budget of \$5,482,616 reflects an increase of 8.0 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Flight Time Hour Availability	%	66	66	70
Arrests Due to Aerial Operations	#	75	68	80
Auto Thefts Recovered (Aerial)	#	59	86	90
Stolen Autos Recovered	\$	441,600	695,700	700,000
Marijuana Plants Recovered	#	23,684	33,865	40,000
Marijuana Plants Recovered	\$	24 mil	89 mil	90 mil
Total Arrests	#	120	133	150
Dignitary Security	#	9	4	6
Witness Protection Security	#	22,000	22,000	22,000
Public Demonstration	#	64	62	60
Speaking Engagements	#	22	12	15
SWAT Call-outs	#	9	15	12
Explosives Call-outs	#	53	51	50
Canine Call-outs	#	142	138	150
TRO	#	227	237	240

## Honolulu Police Department

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	67.00	67.00	67.00	0.00	67.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>67.00</b>	<b>67.00</b>	<b>67.00</b>	<b>0.00</b>	<b>67.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,029,367	\$ 4,179,792	\$ 4,589,616	\$ 0	\$ 4,589,616
Current Expenses	903,665	896,096	893,000	0	893,000
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,933,032</b>	<b>\$ 5,075,888</b>	<b>\$ 5,482,616</b>	<b>\$ 0</b>	<b>\$ 5,482,616</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,933,032	\$ 5,075,888	\$ 5,482,616	\$ 0	\$ 5,482,616
<b>Total</b>	<b>\$ 4,933,032</b>	<b>\$ 5,075,888</b>	<b>\$ 5,482,616</b>	<b>\$ 0</b>	<b>\$ 5,482,616</b>

## Central Receiving

## Program Description

The Central Receiving Division is among the primary operating units in the police department. The division is responsible for detaining people arrested on Oahu and the security of the Main Station. The division's basic functions varies and include the safe detaining and processing of arrested individuals, handling court related duties including detainee transportation, ensuring station security and monitoring, equipment storage, and the handling of walk-in cases. The Central Receiving Division receives arrestees from other HPD stations and other law enforcement groups including federal and state agencies.

## Program Highlights

The division continues to pursue the successful implementation of both the Image Trak and Info Trak Systems which will improve booking and data collection procedures.

The division is exploring ways to fund the renovation of the surveillance system. Improvements in the surveillance system will result in a safer work environment through improved monitoring capabilities and better information available for investigative purposes.

The Central Receiving program budget of \$5,255,103 reflects an increase of 8.6 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Adults Processed - Central/Other	#	17,850	18,129	19,942
Adults Processed - Regional	#	12,600	12,966	14,063
Total Adults Processed	#	30,450	31,095	34,005
Juveniles Processed - Criminal	#	735	804	884
Juveniles Processed - Status	#	53	61	67
Total Juveniles Processed	#	788	865	951
Combined Totals Adults & Juveniles	#	31,238	31,960	34,956

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	81.00	82.00	82.00	0.00	82.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	23.00	23.00	23.00	0.00	23.00
<b>Total</b>	<b>104.00</b>	<b>105.00</b>	<b>105.00</b>	<b>0.00</b>	<b>105.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 4,333,942	\$ 4,571,811	\$ 5,013,587	\$ 0	\$ 5,013,587
Current Expenses	240,982	268,016	241,516	0	241,516
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,574,924</b>	<b>\$ 4,839,827</b>	<b>\$ 5,255,103</b>	<b>\$ 0</b>	<b>\$ 5,255,103</b>

Honolulu Police Department

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,022,249	\$ 4,259,048	\$ 4,624,491	\$ 0	\$ 4,624,491
Highway Fund	552,675	580,779	630,612	0	630,612
Total	\$ 4,574,924	\$ 4,839,827	\$ 5,255,103	\$ 0	\$ 5,255,103

Police



## Criminal Investigation

## Program Description

The Criminal Investigation Division is responsible for investigating crimes of violence and fraud in the City and County of Honolulu, identifying the responsible suspects, and processing those individuals for prosecution. The Criminal Investigation Division is also responsible for the gathering of evidentiary material and for the presentation of that material to the Department of the Prosecuting Attorney for the purpose of seeking prosecution. The division is also responsible for the recovery of stolen property and the return of that property to its rightful owner.

## Program Highlights

The division will continue to support the three-month rotational Investigative Awareness Program. This program affords patrol officers the chance to gain investigative experience. Upon returning to patrol, they practice their newly acquired skills which is reflected in their report writing.

The division will continue to educate the community about current crime trends and wanted offenders through the CrimeStoppers Program. The number of arrests of wanted fugitives from CrimeStoppers tips continue to increase. The Student CrimeStoppers Program has grown to over forty schools.

The Criminal Investigation program budget of \$10,177,467 reflects an increase of 10.1 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
PART I & PART II OFFENSES:				
Cases Assigned	#	17,435	14,399	16,000
Cases Cleared	#	13,635	12,089	13,500
Percent Cleared	%	78	84	84

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	139.00	139.00	139.00	0.00	139.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>139.00</b>	<b>139.00</b>	<b>139.00</b>	<b>0.00</b>	<b>139.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 8,360,070	\$ 8,373,100	\$ 9,341,967	\$ 0	\$ 9,341,967
Current Expenses	951,499	866,900	832,500	0	832,500
Equipment	0	0	3,000	0	3,000
<b>Total</b>	<b>\$ 9,311,569</b>	<b>\$ 9,240,000</b>	<b>\$ 10,177,467</b>	<b>\$ 0</b>	<b>\$ 10,177,467</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 9,311,569	\$ 9,240,000	\$ 10,177,467	\$ 0	\$ 10,177,467
<b>Total</b>	<b>\$ 9,311,569</b>	<b>\$ 9,240,000</b>	<b>\$ 10,177,467</b>	<b>\$ 0</b>	<b>\$ 10,177,467</b>

Juvenile Services

Program Description

The Juvenile Services Division’s primary mission is to reduce unlawful activity by juvenile offenders through prevention, intervention, and education programs. To accomplish its mission the division is organized into the following three details:

PREVENTION ACTIVITIES DETAIL

This includes the Police Activity League (PAL) which coordinates sports and non-athletic activities for the youths of Oahu. It promotes better understanding, cooperation, and working relationships among the youths, community and police.

INTERVENTION DETAIL

This section consists of the AKAMAI Youth Project and the Evening Counseling Program, and the Runaway Investigation Detail. Both of the counseling programs serve as diversionary programs for the Family Court System which allows the police department to dispose of minor juvenile offenses without requiring the offenders to move further through the juvenile criminal justice system. The Runaway Investigation Detail actively follows up on reported runaway reports and apprehends as many runaway children as possible.

SCHOOL EDUCATION DETAIL

This section consists of two programs, the Drug Abuse Resistance Education (DARE) program, and the Gang Resistance Education and Training (GREAT) program. These programs strive to prevent illegal activities by providing talks and activities for youth to deter gang involvement, and to educate students about the dangers of drug abuse.

Program Highlights

The Juvenile Services program budget of \$4,020,394 reflects an increase of 3.5 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
EDUCATION:				
DARE Schools	#	200	200	200
Drug Education Events	#	575	575	580
DARE Parent Activities	#	230	235	240
Gang Awareness Talks	#	380	385	390
SAP Program	#	740	750	760
GREAT Programs in Schools	#	26	26	26
GREAT Families Programs	#	40	60	70
PUBLIC AWARENESS TALKS:				
DARE Students	#	18,500	21,500	22,000
DARE Education Audience	#	46,000	49,000	49,500
GREAT Students	#	8,738	8,750	8,800
GREAT Summer Program Students	#	600	650	660
PAL:				
Basketball	Teams/Players	493/5092	510/5296	515/5350
Volleyball	Teams/Players	246/2252	265/2480	270/2500
Baseball	Teams/Players	79/946	85/1000	90/1050
Canoe Paddling	Teams/Players	17/867	17/870	17/880
Flag Football	Teams/Players	34/488	35/500	36/510
Softball	Teams/Players	20/280	25/255	28/275
Karate/Judo	Teams/Players	6/75	10/125	12/130
Boxing	Teams/Players	5/50	12/150	14/155
Law Enforcement Explorers	Areas/Members	5/105	7/100	8/110
All Others	Programs/Members	6/148	15/200	16/210
Totals		911/10303	981/10976	1006/11170
INTERVENTION ACTIVITIES:				
Evening Counseling	#	1,900	1,386	1,450
AKAMAI Counseling	#	450	475	500
Runaway Investigations	#	4,400	3,464	3,500
Diversions to Juvenile Justice Center	#	1,200	1,500	1,550

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	62.00	62.00	62.00	0.00	62.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>62.00</b>	<b>62.00</b>	<b>62.00</b>	<b>0.00</b>	<b>62.00</b>

Honolulu Police Department

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,990,571	\$ 3,121,742	\$ 3,308,694	\$ 0	\$ 3,308,694
Current Expenses	756,754	764,200	711,700	0	711,700
Equipment	0	0	0	0	0
Total	\$ 3,747,325	\$ 3,885,942	\$ 4,020,394	\$ 0	\$ 4,020,394

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,747,325	\$ 3,885,942	\$ 4,020,394	\$ 0	\$ 4,020,394
Total	\$ 3,747,325	\$ 3,885,942	\$ 4,020,394	\$ 0	\$ 4,020,394

Police

## Narcotics/Vice

**Program Description**

The Narcotics/Vice Division is responsible for the enforcement of all laws relating to gambling, prostitution, pornography, intoxicants, and narcotics.

Gambling programs in the division continue to close cockfighting arenas; continue surveillance of professional gamblers; and disrupt all major illicit gambling, lottery, and bookmaking operations.

Morals programs in the division continue enforcement efforts on pornography and prostitution; enforce the "john" law provision; work with Liquor Commission on complaints of prostitution and narcotics violations within targeted hostess bars and night clubs; increase enforcement efforts on juvenile prostitution rings; investigate illegal escort services; and investigate money laundering schemes and computer crimes against children.

Narcotic programs in the division include marijuana eradication programs; continue to seize assets of major drug dealers; increase efforts to prevent Honolulu from being a major port-of-entry for narcotics; service complaints from concerned citizens; investigate case referrals from other investigative units; and continue to infiltrate and destroy illegal narcotics organizations on Oahu.

**Program Highlights**

The Narcotics/Vice Division has been successful in dismantling and disrupting numerous drug trafficking organizations and other types of organized crime groups.

The Narcotics/Vice program budget of \$6,627,022 reflects an increase of 8.1 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

**Output Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Cases Handled	#	3,843	4,270	4,745
Cases Closed	%	90%	90%	90%
Defendants Arrested	#	1,299	1,443	1,604
Charges	%	85%	85%	85%
Gambling Cases	#	293	303	337
Morals Cases	#	420	437	518
Narcotics Cases	#	1,570	1,744	1,938
Gambling Evidence Seized	\$	\$506,361	\$555,957	\$617,730
Value of Narcotics/Drugs and Evidence	\$	\$44.7 mil	\$49.7mil	\$55.2 mil

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	97.00	97.00	97.00	0.00	97.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>97.00</b>	<b>97.00</b>	<b>97.00</b>	<b>0.00</b>	<b>97.00</b>

Honolulu Police Department

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 5,029,655	\$ 5,334,460	\$ 5,796,922	\$ 0	\$ 5,796,922
Current Expenses	849,320	795,400	830,100	0	830,100
Equipment	0	0	0	0	0
Total	\$ 5,878,975	\$ 6,129,860	\$ 6,627,022	\$ 0	\$ 6,627,022

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 5,878,975	\$ 6,129,860	\$ 6,627,022	\$ 0	\$ 6,627,022
Total	\$ 5,878,975	\$ 6,129,860	\$ 6,627,022	\$ 0	\$ 6,627,022

Police

## Scientific Investigation

## Program Description

The Scientific Investigation Section is comprised of four distinct, yet integral units. The four units are the Crime Laboratory, the Crime Scene Unit, the Graphic Arts Unit, and the Photo Laboratory. The Crime Laboratory is a full-service forensic laboratory comprised of the DNA/Serology unit, Drug unit, Firearms/Tool Marks unit, Questioned Documents unit, and the Trace Evidence unit. The Crime Scene Unit is a 24-hour operation, and its personnel are responsible for processing the crime scenes. The Graphic Arts Unit is involved in forensic facial reconstruction, composites of potential suspects and the producing graphic arts design for the entire department. The Photo Laboratory processes all of the photographic documentation. All units provide services for the Kauai, Maui, and Hawaii Police Departments, the State Department of the Attorney General, and other local and outside jurisdiction law enforcement agencies.

## Program Highlights

The Scientific Investigation Section continues to work toward accreditation and continue to improve the quality system that ensures proper analysis of forensic samples.

The Scientific Investigation program budget of \$2,516,734 reflects a decrease of 3.0 percent from the current fiscal year and provides for the current level of services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Class Hours Conducted	Hours	246	246	250
Class Hours Attended	Hours	1,515	1,000	1,020
Court Hours	Hours	457	460	465
Evidence Specialist Case Responses	#	1,528	1,530	1,535
Latent Print Processing (No. of Cases)	#	1,995	2,000	2,020
Crime Laboratory Analyses (No. of Items)	#	11,152	11,000	11,200
Validation Analyses	#	108	0	0

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	52.00	51.00	51.00	0.00	51.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>52.00</b>	<b>51.00</b>	<b>51.00</b>	<b>0.00</b>	<b>51.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,894,186	\$ 2,101,456	\$ 2,052,334	\$ 0	\$ 2,052,334
Current Expenses	447,178	494,400	464,400	0	464,400
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,341,364</b>	<b>\$ 2,595,856</b>	<b>\$ 2,516,734</b>	<b>\$ 0</b>	<b>\$ 2,516,734</b>

Honolulu Police Department

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,341,364	\$ 2,595,856	\$ 2,516,734	\$ 0	\$ 2,516,734
Total	\$ 2,341,364	\$ 2,595,856	\$ 2,516,734	\$ 0	\$ 2,516,734

Police



## Communications

## Program Description

The Communications Division is responsible for the organization and operation of the centralized communications system of the Honolulu Police Department and provides effective communications between police, related agencies, and the public. The division receives calls for service via telephone and dispatches field units via the radio system. Requests for police, fire, ambulance, poison control, and the suicide crisis center are processed by the E911 section and routed to various agencies. The division also staffs the Civil Defense State Warning Point and serves as the Police Emergency Operations Center during natural or man-made disasters.

## Program Highlights

The Communications program budget of \$7,991,112 reflects an increase of 3.8 percent over the current fiscal year. The increase is primarily due to an increase in funding for vacant police radio dispatcher positions.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
INCOMING CALLS to E911	#	1,116,567	1,160,113	1,205,357

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	174.00	174.00	174.00	0.00	174.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>174.00</b>	<b>174.00</b>	<b>174.00</b>	<b>0.00</b>	<b>174.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 6,861,492	\$ 7,164,918	\$ 7,443,952	\$ 0	\$ 7,443,952
Current Expenses	566,308	536,160	547,160	0	547,160
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 7,427,800</b>	<b>\$ 7,701,078</b>	<b>\$ 7,991,112</b>	<b>\$ 0</b>	<b>\$ 7,991,112</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 7,427,800	\$ 7,701,078	\$ 7,991,112	\$ 0	\$ 7,991,112
<b>Total</b>	<b>\$ 7,427,800</b>	<b>\$ 7,701,078</b>	<b>\$ 7,991,112</b>	<b>\$ 0</b>	<b>\$ 7,991,112</b>

## Records and Identification

## Program Description

The Records and Identification Division provides a variety of functions including, but not limited to centralized recordkeeping, fingerprint identification and comparisons, criminal history checks, evidence storage and disposals, firearms permit applications and registration, legislative testimonies, control and service of legal documents, sex offender registration, alarm registration, tracking and billing of false alarms and the management of the following computer information systems: a document imaging system, which includes all paper police reports; temporary restraining orders; and geographical restrictions. The Records and Identification Division is also responsible for maintaining an up-to-date criminal database via daily input of police report data into the Records Management System (RMS).

## Program Highlights

The Records and Identification program budget of \$4,674,260 reflects an increase of 4.4 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Reports Processed	#	928,156	930,000	932,000
Fingerprint Comparisons	#	50,895	51,000	51,500
Warrants and Legal Processes	#	126,900	133,245	139,907
Firearms Permits and Registrations	#	13,319	13,500	13,750
Evidence Reports Processed	#	67,088	68,000	68,500
Correspondence	#	58,052	58,500	59,000
Imaging of Documents	#	930,458	935,000	940,000
Alarm Registrations	#	21,185	23,500	25,000

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	108.00	108.00	108.00	0.00	108.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>108.00</b>	<b>108.00</b>	<b>108.00</b>	<b>0.00</b>	<b>108.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 3,851,196	\$ 3,930,015	\$ 4,167,692	\$ 0	\$ 4,167,692
Current Expenses	508,249	548,964	506,568	0	506,568
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 4,359,445</b>	<b>\$ 4,478,979</b>	<b>\$ 4,674,260</b>	<b>\$ 0</b>	<b>\$ 4,674,260</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 4,359,445	\$ 4,478,979	\$ 4,674,260	\$ 0	\$ 4,674,260
<b>Total</b>	<b>\$ 4,359,445</b>	<b>\$ 4,478,979</b>	<b>\$ 4,674,260</b>	<b>\$ 0</b>	<b>\$ 4,674,260</b>

## Information Technology

## Program Description

The Information Technology Division (ITD) conducts research projects, develops plans and special studies, analyzes crime trends, and controls the departmental forms to ensure the need and adequacy of design. ITD manages and maintains the departmental directive system, including policies and procedures that direct the functioning of the entire department. The division coordinates the design of new systems or systems improvements to provide management with vital information and statistics on offenses known to police, and applies data processing methods where they will help the overall efficiency of the police department, and performs other such functions as may be assigned by the Chief of Police. ITD engages in technological support and development on an ongoing basis to provide the community with effective law enforcement services to protect life and property, reduce crime, and provide for quality of life. ITD manages the deployment, integration, administration and support of information technology, information management systems and other computer-related technology, including desk-top computer work stations, mobile data computers, computer-aided dispatching, records management, wireless data communications software, data base management, interfaces between software and systems, and other related activities. ITD engages in computer forensics, conducting evidence recovery from a wide variety of systems and storage environments in support of criminal investigations including computer fraud forensic investigations. The division researches new equipment and new technologies in all phases of law enforcement, and manages their introduction department-wide.

## Program Highlights

The proposed budget provides funds to maintain the quality of documents and other materials produced; provide support for computer fraud forensic investigations to analyze computerized data and computerized evidence; continue efforts toward improving the police information management system; provide development and support for Computer-Aided Dispatching (CADS), Mobile Data Computers (MDCs), National Crime Information Center/National Law Enforcement Telecommunications System (NCIC/NLETS), Automated Field Reporting (AFR), and Records Management Systems (RMS); high capacity wireless access points; continue efforts to maintain and improve the directive system to facilitate accessibility and to ensure successful search and retrieval of information.

The Information Technology program budget of \$3,000,202 reflects a decrease of 29.3 percent from the current fiscal year. The decrease is primarily due to a decrease in funding to repair and maintain computer-related equipment.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Projects Initiated	#	70	75	85
Projects Completed	#	60	65	65
Projects Pending	#	10	10	10
Correspondence	#	1,050	1,100	1,100
Directives	#	400	300	300
Research Projects	#	105	150	150
Environmental Impact Statements	#	110	115	115
Statistical Reports	#	420	440	625
Calls for Computer/WP Support/Service (projected is with 1,200 MDCs)	#	19,425	20,000	25,000
Computer Training (personnel to be trained in new or existing programs, projected is with 1,200 MDC operators)	#	2,000	2,100	2,500
Computer Supported (projected is with 1,200 MDC and 900 desk-top PCs, not including servers)	#	2,000	2,050	2,100
Computer Forensic Investigations and Training Exercises	#	0	15	30

## Honolulu Police Department

### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	32.00	33.00	33.00	0.00	33.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>32.00</b>	<b>33.00</b>	<b>33.00</b>	<b>0.00</b>	<b>33.00</b>

### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,416,687	\$ 1,468,576	\$ 1,562,102	\$ 0	\$ 1,562,102
Current Expenses	1,295,741	2,776,446	1,071,100	0	1,071,100
Equipment	0	0	367,000	0	367,000
<b>Total</b>	<b>\$ 2,712,428</b>	<b>\$ 4,245,022</b>	<b>\$ 3,000,202</b>	<b>\$ 0</b>	<b>\$ 3,000,202</b>

### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,712,428	\$ 4,245,022	\$ 3,000,202	\$ 0	\$ 3,000,202
<b>Total</b>	<b>\$ 2,712,428</b>	<b>\$ 4,245,022</b>	<b>\$ 3,000,202</b>	<b>\$ 0</b>	<b>\$ 3,000,202</b>

## Telecommunications Systems

## Program Description

The Telecommunications Systems Section (TSS) plans, engineers, designs and monitors radio and telecommunications systems, and supervises, directs and maintains island-wide digital loop microwave, Digital Access Crossconnect (DAC) system, channel banks, Central Processing Unit (CPU), digital 800 Megahertz (MHz) voice trunked radio, telemetry, supervisory control and alarm, laser guns, electronic sirens and emergency lights, for the Honolulu Police Department (HPD) and other city agencies. It complies with the rules and regulations of the Federal Communications Commission and Federal Aviation Administration, selects optimum repeater sites, installs mobile and fixed communications equipment and analyzes and rectifies problems in the total communications and electronics system.

## Program Highlights

TSS and Information Technology Division (ITD) are working together to reduce voice traffic on the 800 MHz trunk radio system using Mobile Data Computers (MDCs) to communicate with the new Computer-Aided Dispatch System (CADS). The Honolulu Police Department migrated to Improved Multi-Banc Excitation digital voice for the patrol units and issued every officer a portable radio.

The Telecommunications Systems program budget of \$2,182,252 reflects an increase of 37.2 percent over the current fiscal year. The increase in current expense is primarily due to funding provided for the replacement of bar lights on police vehicles. The increase in equipment is mainly due to funding provided for portable radio replacements.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
SCOPE:				
Mobile Radios	#	1,985	2,085	2,185
Portable Radios	#	1,567	2,062	2,162
Base Station Equipment	#	199	204	220
Multiplex Channels	#	672	672	1,344
Blue Dome Lights	#	1,425	1,500	1,600
Laser Guns	#	60	65	70
Sirens	#	1,425	1,500	1,600
WORKLOAD ACTIVITY:				
Mobile Radio Install/Remove	#	824	850	865
Blue Light Install/Remove	#	568	575	582
Siren Install/Remove	#	584	590	595
Mobile Radio Repairs	#	3,875	3,900	3,920
Portable Radio Repairs	#	1,090	1,095	1,115
Blue Light Repairs	#	208	215	225
Laser Gun Repairs	#	16	20	25
Siren Repairs	#	60	70	80
Base Station Equipment	#	831	850	875
Preventive Maintenance	#	26	35	45

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	21.00	21.00	21.00	0.00	21.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>0.00</b>	<b>21.00</b>

Honolulu Police Department

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 626,561	\$ 728,069	\$ 785,952	\$ 0	\$ 785,952
Current Expenses	771,703	862,800	1,156,300	0	1,156,300
Equipment	0	0	240,000	0	240,000
Total	\$ 1,398,264	\$ 1,590,869	\$ 2,182,252	\$ 0	\$ 2,182,252

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,398,264	\$ 1,590,869	\$ 2,182,252	\$ 0	\$ 2,182,252
Total	\$ 1,398,264	\$ 1,590,869	\$ 2,182,252	\$ 0	\$ 2,182,252

Police

## Vehicle Maintenance

## Program Description

The Vehicle Maintenance Section is responsible for maintaining all fleet vehicles that are under the jurisdiction of the Honolulu Police Department. Its primary objective is to minimize vehicle downtime by mandating an efficient preventive maintenance program. Fleet vehicles include special police automotive equipment, motorcycles, three-wheeled vehicles, and other related equipment. All required maintenance services and repairs are provided in-house with the exception of wheel alignment and body repairs. Support services also include central fuel dispensing, vehicle dispatching, subsidized sealing, and equipment fabrication and modification.

## Program Highlights

The Vehicle Maintenance program budget of \$2,079,394 reflects an increase of 6.9 percent over the current fiscal year. The increase in salaries is primarily due to more vacant positions being filled.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Fleet Size	#	700	770	850
Daily Avg. Dead Lined: Repair	#	40	42	50
Daily Avg. Dead Lined: MVC/CPD	#	15	17	20
WORK ORDERS COMPLETED:				
Automotive Repair	#	3,154	3,469	3,974
Lubrication	#	2,000	2,200	2,600
Outside Body/Paint Work	#	140	154	185
Outside Wheel Alignment	#	92	101	214
Outside Specialist Repair	#	169	186	206
Tire Replacement and Repair	#	1,615	1,776	2,304
Total	#	7,170	7,886	9,483

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	42.00	42.00	42.00	0.00	42.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>42.00</b>	<b>42.00</b>	<b>42.00</b>	<b>0.00</b>	<b>42.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,121,501	\$ 1,167,340	\$ 1,285,134	\$ 0	\$ 1,285,134
Current Expenses	784,772	777,600	794,260	0	794,260
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 1,906,273</b>	<b>\$ 1,944,940</b>	<b>\$ 2,079,394</b>	<b>\$ 0</b>	<b>\$ 2,079,394</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 1,906,273	\$ 1,944,940	\$ 2,079,394	\$ 0	\$ 2,079,394
<b>Total</b>	<b>\$ 1,906,273</b>	<b>\$ 1,944,940</b>	<b>\$ 2,079,394</b>	<b>\$ 0</b>	<b>\$ 2,079,394</b>

## Honolulu Police Department

### Human Resources

#### Program Description

The Human Resources Division is responsible for the administration of all personnel matters within the Honolulu Police Department in conjunction with the Department of Human Resources. These responsibilities include screening and hiring new employees, administering matters concerning labor relations, investigating and addressing equal employment opportunity issues, and coordinating the bloodborne pathogen exposure and drug urinalysis screening programs. In addition, the Human Resources Division coordinates the employment of uniformed off-duty police officers for various community functions and events.

#### Program Highlights

Program highlights include the streamlining of the sworn hiring process to facilitate the hiring of numbers of applicants sufficient to offset attrition and fill current vacancies. Additionally, the Career Center will be expanded to handle continuous processing of a larger number of applicants and also include an Assessment Center to process promotion applicants. The Special Duty section will seek to streamline its processing by acquiring appropriate software.

The Human Resources program budget of \$2,262,226 reflects an increase of 8.8 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Police Vacancies (2056)	# / %	94/5	62/3	21/1
Civilian Vacancies (565)	# / %	81/14	51/9	28/5
Traffic School Monitors	#	144	150	165
Volunteers	#	258	270	280
Drug Tests	#	1,850	2,000	2,200
Appointments	#	238	265	290
Separations	#	217	225	230
Promotions	#	144	150	155
Industrial Injuries	#	735	730	730
Annual Physicals	#	2,005	2,030	2,055
Grievances/Arbitrations	#	350	375	390
Appraisal Reports	#	3,558	4,000	4,445
Access Card Transactions	#	6,000	6,500	7,000

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	33.00	33.00	33.00	0.00	33.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>33.00</b>	<b>33.00</b>	<b>33.00</b>	<b>0.00</b>	<b>33.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,463,359	\$ 1,507,032	\$ 1,678,426	\$ 0	\$ 1,678,426
Current Expenses	568,854	572,300	583,800	0	583,800
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,032,213</b>	<b>\$ 2,079,332</b>	<b>\$ 2,262,226</b>	<b>\$ 0</b>	<b>\$ 2,262,226</b>



SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 2,032,213	\$ 2,079,332	\$ 2,262,226	\$ 0	\$ 2,262,226
Total	\$ 2,032,213	\$ 2,079,332	\$ 2,262,226	\$ 0	\$ 2,262,226

### Training

#### Program Description

The Training Division maintains and conducts a full-scale training program with modern police methods and practices to indoctrinate and train police recruits as well as increase the proficiency of veteran employees. The division further serves as one of the primary training centers for law enforcement in the State of Hawaii.

The division maintains a training academy which is equipped with multi-purpose classroom facilities, a gymnasium with a weight room and control/arrest tactics training areas, an emergency vehicle operations course, a simulated crime investigation building, a S.W.A.T. training building, and a canine facility.

The Audio-Visual Section, assigned to the Training Division, supports the department as a positive mode of communication in many ways. The "Chief's Message" to the department is produced monthly by this section. "On the Beat" is an internally produced video that highlights different departmental projects to be shared within the department. The popular "Inside HPD" television show links the department to the community.

#### Program Highlights

The Annual Recall Training (ART) has been an integral program for the sworn personnel since 1996. Given the diverse job description and the important roles that civilian personnel also have in the organization, an ART program for this group was implemented in 2002 and continues in 2003.

The division received a Local Law Enforcement Block Grant (LLEBG) to purchase Advanced Tasers (electric guns) and initiate a pilot program to see if the Taser can be an effective less-lethal option for the officers.

The division also received funds to purchase firearms and driver training simulators. These simulators will be utilized in the Recruit and Annual Recall Training programs to install and improve judgment and decision-making skills of the officers.

The division continues to train the officers and civilian personnel in the use of the Automated External Defibrillator (AED). It has acquired 65 additional AEDs, bringing the total number of AEDs to 375. The AEDs, issued to trained officers who are assigned to various districts throughout the island, have been utilized to save lives. Additional units, training, and recertification will continue in the upcoming year.

The second of two portable classrooms, with the capacity for seating 100 persons, was completed during the first quarter of 2003 and is utilized for the recruit and in-service trainings.

The Training program budget of \$10,455,820 reflects an increase of 9.7 percent over the current fiscal year. The increase is primarily due to collective bargaining cost increases for uniformed personnel.

**Output Measures**

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
<b>NUMBER OF TRAINEES:</b>				
Recruit Officer Starting	#	197	180	180
Recruit Officer Graduating	#	60	130	130
Annual Recall Training I	#	1,110	1,300	1,300
Annual Recall Training II	#	760	700	700
Annual Recall Training III	#	580	500	500
Firearms Annual Qualification	#	1,929	2,047	2,047
Firearms Emergency Qualification	#	387	300	300
Sexual Harassment Training	#	954	2,500	2,500
Specialized Training/Seminar	#	849	900	900
<b>TRAINING HOURS EXPENDED:</b>				
Formal Classroom and Field Instruction for Recruits	Hours	3,764	3,120	3,120
Annual Recall Training I	Hours	1,152	1,224	1,224
Annual Recall Training II	Hours	304	320	320
Annual Recall Training III	Hours	144	120	120
Firearms Annual Qualification	Hours	1,897	1,900	1,900
Firearms Emergency Qualification	Hours	157	150	150
Sexual Harassment Training	Hours	226	552	552
Specialized Training/Seminar	Hours	562	600	600

**PROGRAM POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	40.00	40.00	40.00	0.00	40.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>40.00</b>	<b>40.00</b>	<b>40.00</b>	<b>0.00</b>	<b>40.00</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 8,018,734	\$ 8,766,364	\$ 9,716,960	\$ 0	\$ 9,716,960
Current Expenses	747,944	764,400	738,860	0	738,860
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 8,766,678</b>	<b>\$ 9,530,764</b>	<b>\$ 10,455,820</b>	<b>\$ 0</b>	<b>\$ 10,455,820</b>

**SOURCE OF FUNDS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 8,766,678	\$ 9,530,764	\$ 10,455,820	\$ 0	\$ 10,455,820
<b>Total</b>	<b>\$ 8,766,678</b>	<b>\$ 9,530,764</b>	<b>\$ 10,455,820</b>	<b>\$ 0</b>	<b>\$ 10,455,820</b>

## Honolulu Police Department

### Finance

#### Program Description

The Finance Division is responsible for the overall management and administration of the department's entire fiscal program. Responsibilities include the handling of cash receipts and disbursements; operating budget and special project funds; payrolls and deductions; purchase orders; accounting for federal and state grants; accounting for federal and state asset forfeiture funds; accounting for property, equipment, and supplies; and the printing of forms, documents, and brochures.

#### Program Highlights

The Finance program budget of \$5,181,306 reflects an increase of 5.1 percent over the current fiscal year. The salary increase is primarily due to an increase in funding for vacant positions. The current expense increase is mainly due to an increase in funding for safety supplies.

The budget also provides for one new Senior Account Clerk contract position. The salary of this position is reimbursed by a federal grant.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Purchase Orders	#	6,464	6,600	6,700
Requisitions	#	151	160	160
Claim Vouchers	#	2,820	2,900	3,000
Travel Requests	#	298	300	310

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	30.00	35.00	35.00	0.00	35.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	1.00	0.00	1.00
<b>Total</b>	<b>30.00</b>	<b>35.00</b>	<b>36.00</b>	<b>0.00</b>	<b>36.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,276,861	\$ 1,307,516	\$ 1,433,106	\$ 0	\$ 1,433,106
Current Expenses	3,547,270	3,383,300	3,548,200	0	3,548,200
Equipment	304,887	240,000	200,000	0	200,000
<b>Total</b>	<b>\$ 5,129,018</b>	<b>\$ 4,930,816</b>	<b>\$ 5,181,306</b>	<b>\$ 0</b>	<b>\$ 5,181,306</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 5,129,018	\$ 4,930,816	\$ 5,181,306	\$ 0	\$ 5,181,306
<b>Total</b>	<b>\$ 5,129,018</b>	<b>\$ 4,930,816</b>	<b>\$ 5,181,306</b>	<b>\$ 0</b>	<b>\$ 5,181,306</b>

## HPD Grants

## Program Description

This activity will account for all Federal and State grants received and expended by the department to supplement City funds in the accomplishment of the department's mission.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	0.00	0.00	0.00	0.00	0.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 193,851	\$ 0	\$ 0	\$ 0	\$ 0
Current Expenses	2,629,344	0	0	0	0
Equipment	38,703	0	0	0	0
<b>Total</b>	<b>\$ 2,861,898</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Federal Grants Fund	\$ 2,861,898	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total</b>	<b>\$ 2,861,898</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

---

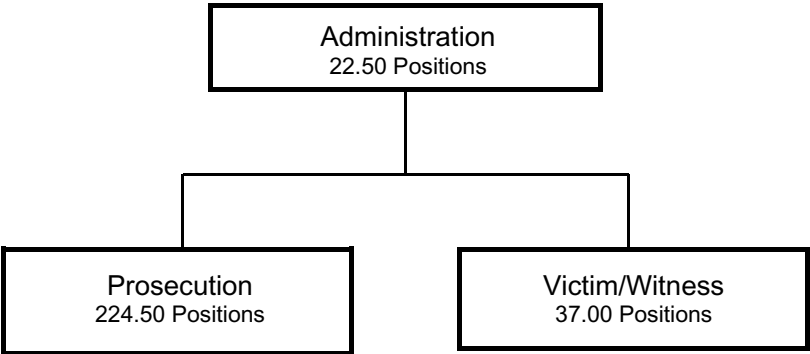
***This Page Intentionally Left Blank***

---

# Department of the Prosecuting Attorney

DEPARTMENT OF THE PROSECUTING ATTORNEY  
(PAT)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.



Prosecuting Attorney



## Department of the Prosecuting Attorney

### Responsibilities

The Department of the Prosecuting Attorney attends all courts in the City and conducts, on behalf of the people, all prosecutions for offenses against the laws of the State and the ordinances and rules and regulations of the City.

The Department of the Prosecuting Attorney prosecutes all offenses against the laws of the State under the authority of the Attorney General of the State and appears in criminal cases where there is a change of venue from the courts in the City.

The Department of the Prosecuting Attorney institutes proceedings before the district judges for the arrest of persons charged with or reasonably suspected of public offenses, when the prosecutor has information that any such offenses have been committed, and for that purpose, take charge of criminal cases before the district judges either in person or by a deputy.

### Mission Statement

To prosecute violations of all statutes, ordinances and regulations for which there are criminal sanctions occurring within the City and County of Honolulu.

### Goals and Objectives

To promote and ensure public safety and order through effective, efficient and just prosecution.

### Budget Initiatives and Highlights

The department's proposed budget is \$16,167,337, an increase of 3.9 percent over the current fiscal year.

The department will continue its Community Prosecution Program, which includes the expansion of the successful "Weed and Seed" project.

DEPARTMENT POSITIONS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	251.00	256.50	251.00	0.00	251.00
Temporary FTE	26.00	26.00	31.00	0.00	31.00
Contract FTE	1.50	1.50	1.50	0.00	1.50
<b>Total</b>	<b>278.50</b>	<b>284.00</b>	<b>283.50</b>	<b>0.00</b>	<b>283.50</b>

EXPENDITURES BY PROGRAM					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 3,049,387	\$ 3,013,893	\$ 2,992,488	\$ 0	\$ 2,992,488
Prosecution	10,166,788	11,052,280	11,285,349	0	11,285,349
Victim/Witness Assistance	2,023,193	1,499,280	1,889,500	0	1,889,500
<b>Total</b>	<b>\$ 15,239,368</b>	<b>\$ 15,565,453</b>	<b>\$ 16,167,337</b>	<b>\$ 0</b>	<b>\$ 16,167,337</b>

CHARACTER OF EXPENDITURES					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 12,142,318	\$ 13,381,428	\$ 13,508,341	\$ 0	\$ 13,508,341
Current Expenses	3,083,945	2,184,025	2,646,296	0	2,646,296
Equipment	13,105	0	12,700	0	12,700
<b>Total</b>	<b>\$ 15,239,368</b>	<b>\$ 15,565,453</b>	<b>\$ 16,167,337</b>	<b>\$ 0</b>	<b>\$ 16,167,337</b>

Department of the Prosecuting Attorney

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 12,858,925	\$ 13,677,069	\$ 13,677,069	\$ 0	\$ 13,677,069
Special Projects Fund	968,436	1,031,348	1,496,340	0	1,496,340
Federal Grants Fund	1,412,007	857,036	993,928	0	993,928
Total	\$ 15,239,368	\$ 15,565,453	\$ 16,167,337	\$ 0	\$ 16,167,337

Prosecuting Attorney

## Administration

## Program Description

This activity provides for overall administration of the department and directs all criminal prosecution. It establishes and maintains contacts with public and community groups and organizations and provides information about the department to various community organizations.

## Program Highlights

The Administration Program budget of \$2,992,488 reflects a decrease of 0.7 percent from the current fiscal year and provides for the current level of services.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	19.00	19.00	19.00	0.00	19.00
Temporary FTE	2.00	2.00	3.00	0.00	3.00
Contract FTE	1.50	1.50	1.50	0.00	1.50
<b>Total</b>	<b>22.50</b>	<b>22.50</b>	<b>23.50</b>	<b>0.00</b>	<b>23.50</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 880,884	\$ 914,868	\$ 1,001,488	\$ 0	\$ 1,001,488
Current Expenses	2,158,508	2,099,025	1,978,300	0	1,978,300
Equipment	9,995	0	12,700	0	12,700
<b>Total</b>	<b>\$ 3,049,387</b>	<b>\$ 3,013,893</b>	<b>\$ 2,992,488</b>	<b>\$ 0</b>	<b>\$ 2,992,488</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 3,049,387	\$ 3,013,893	\$ 2,992,488	\$ 0	\$ 2,992,488
<b>Total</b>	<b>\$ 3,049,387</b>	<b>\$ 3,013,893</b>	<b>\$ 2,992,488</b>	<b>\$ 0</b>	<b>\$ 2,992,488</b>

## Department of the Prosecuting Attorney

### Prosecution

#### Program Description

This activity is responsible for the prosecution of violations of criminal statutes in the City and County of Honolulu and its staff represents the State of Hawaii before all criminal, traffic, family and appellate courts in the State of Hawaii.

#### Program Highlights

The Prosecution Program budget is \$11,285,349, which reflects an increase of 2.1 percent over the current fiscal year due to increased funding from Federal and State grants.

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	202.00	207.50	201.00	0.00	201.00
Temporary FTE	17.00	17.00	19.00	0.00	19.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>219.00</b>	<b>224.50</b>	<b>220.00</b>	<b>0.00</b>	<b>220.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 9,823,039	\$ 11,052,280	\$ 10,953,561	\$ 0	\$ 10,953,561
Current Expenses	343,749	0	331,788	0	331,788
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 10,166,788</b>	<b>\$ 11,052,280</b>	<b>\$ 11,285,349</b>	<b>\$ 0</b>	<b>\$ 11,285,349</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 9,122,567	\$ 9,930,520	\$ 9,869,589	\$ 0	\$ 9,869,589
Special Projects Fund	603,279	615,164	902,220	0	902,220
Federal Grants Fund	440,942	506,596	513,540	0	513,540
<b>Total</b>	<b>\$ 10,166,788</b>	<b>\$ 11,052,280</b>	<b>\$ 11,285,349</b>	<b>\$ 0</b>	<b>\$ 11,285,349</b>

## Victim/Witness Assistance

## Program Description

This activity provides support services for crime victims and witnesses, with primary emphasis on victims of violent crimes. Victims and witnesses are provided with explanations of the criminal justice system, information regarding case status and assistance in obtaining help from social service agencies. Victim/witness counselors also serve as a liaison between the victims and witnesses, and the Deputy Prosecuting Attorneys. Other activity functions include processing misdemeanor complaints and handling the travel and accommodation arrangements for out-of-state and off-island witnesses.

## Program Highlights

The Victim/Witness Assistance Program budget is \$1,889,500, which reflects an increase of 26.0 percent over the current fiscal year primarily due to increased funding from Federal and State grants.

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	30.00	30.00	31.00	0.00	31.00
Temporary FTE	7.00	7.00	9.00	0.00	9.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>37.00</b>	<b>37.00</b>	<b>40.00</b>	<b>0.00</b>	<b>40.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,438,395	\$ 1,414,280	\$ 1,553,292	\$ 0	\$ 1,553,292
Current Expenses	581,688	85,000	336,208	0	336,208
Equipment	3,110	0	0	0	0
<b>Total</b>	<b>\$ 2,023,193</b>	<b>\$ 1,499,280</b>	<b>\$ 1,889,500</b>	<b>\$ 0</b>	<b>\$ 1,889,500</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 686,971	\$ 732,656	\$ 814,992	\$ 0	\$ 814,992
Special Projects Fund	365,157	416,184	594,120	0	594,120
Federal Grants Fund	971,065	350,440	480,388	0	480,388
<b>Total</b>	<b>\$ 2,023,193</b>	<b>\$ 1,499,280</b>	<b>\$ 1,889,500</b>	<b>\$ 0</b>	<b>\$ 1,889,500</b>

---

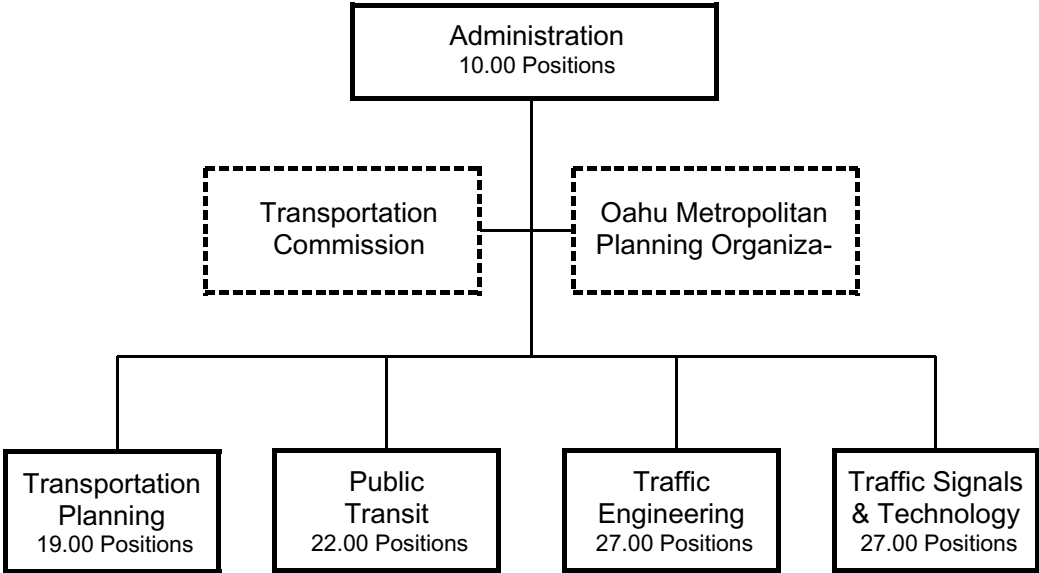
***This Page Intentionally Left Blank***

---

# Department of Transportation Services

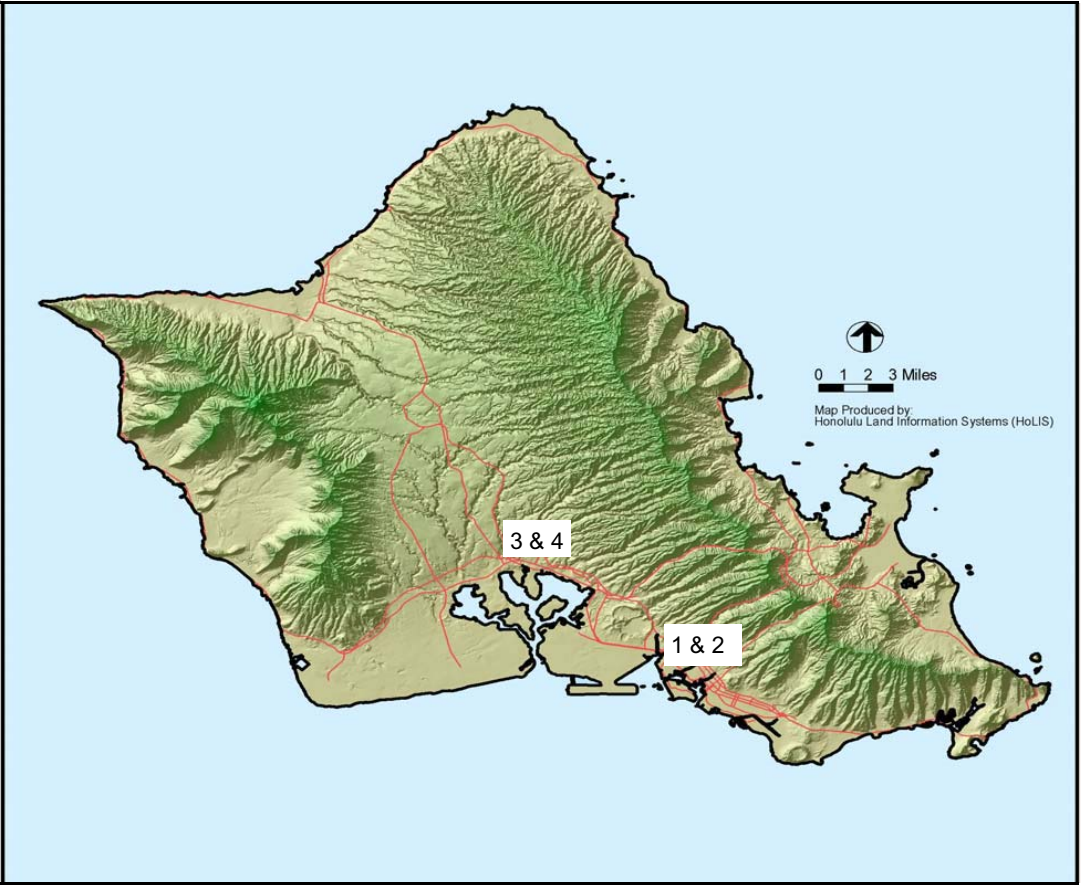
DEPARTMENT OF TRANSPORTATION SERVICES  
(DTS)  
ORGANIZATION CHART

This chart reflects the number of full-time equivalent positions appropriated in Fiscal Year 2004.





DEPARTMENT OF TRANSPORTATION SERVICES  
(DTS)  
MAJOR TRANSPORTATION FACILITIES



- 1 KALIHI-PALAMA BUS FACILITY
- 2 TRAFFIC CONTROL CENTER
- 3 TRAFFIC SIGNAL FIELD OPERATION BRANCH
- 4 PEARL CITY BUS FACILITY

## Department of Transportation Services

### Responsibilities

The Department of Transportation Services (DTS) plans and designs activities related to streets, highways, and transit systems under the jurisdiction of the City and County of Honolulu. The department provides for the safe and efficient movement of vehicles, pedestrians, and other modes of transportation through the City's transportation infrastructure. It oversees the provision of public transit on Oahu. It provides a venue for enabling and encouraging interaction between other governmental agencies and the public on transportation issues concerning the City and County of Honolulu. The department anticipates and projects the transportation needs of the City and County of Honolulu.

### Mission Statement

The Department of Transportation Services will provide for a safe and efficient transportation system for the City and County of Honolulu through the effective management of departmental and other resources in the planning, design, implementation, operation, and maintenance of the City's transportation facilities.

### Goals and Objectives

- To plan and make improvements for the safe and efficient movement of vehicles, pedestrians, and other modes of transportation on the city infrastructure.
- To provide comprehensive and expeditious service to the public on transportation related items.
- To project needs, plan for and provide projects which create a multi-modal system of transportation.
- To assess and improve the use, convenience, and safety of the City's transportation structure.
- To enhance the overall operations of the City and County of Honolulu by establishing and maintaining cooperative partnerships with other government agencies, the private sector and residents of the City and County of Honolulu.
- To effectively manage, design, implement and maintain City transportation facilities that meet the needs of Oahu's population in a safe manner.

### Budget Initiatives and Highlights

The department's proposed budget is \$146,388,402 which reflects a 5.3 percent increase over the current fiscal year. This increase is primarily in the Public Transit Program to provide sufficient funding for the bus operations.

In fiscal year 2005, the focus of this department will be to:

- Continue improvements to and promotion of CityExpress! services and CountryExpress! Service and the hub and spoke operations.
- Complete construction of Mililani Transit Center.
- Construct Phase I of the Middle Street Transit Center and move TheHandi-Van operations to Middle Street.
- Proceed with implementation of the Bus Rapid Transit (BRT) from Iwilei to Waikiki.
- Expand the computerized signal program geographically and achieve full coverage of the Traffic Management Center at the earliest possible date.
- Implement a Smart Card Fare System.
- Continue to manage and administer federal transportation grant programs.
- Implement the Waianae Coast Emergency Access System.
- Construct 23 bike and traffic improvement projects.
- Complete the Concept of Operations Plan (COOP) for the Traffic Control Center and implement the staffing, equipment, and interagency protocol recommendations.

**Fiscal Sustainability**

Goal 1: Efficiency Initiatives

Initiative 1: Smart Card for The Bus

- (a) Prepare Request for Proposal and implement Phase I
- (b) Implementation

FY 2003  
FY 2005

Goal 2: Develop Greater Nexus Among Services, Expenditures for Those Services, and Revenues from Users

Initiative 1: Structure and Achieve Bus Fares to Conform Fare Box Ratio

On-going

Initiative 2: Increase commuter choice participation

- (a) Conduct workshops at major companies to promote payroll deductions for monthly bus passes.
- (b) Institute college/university transit pass program.
- (c) Initiate marketing program to increase ridership and revenue

FY 2004/2005  
  
FY 2005  
FY 2004

Goal 3: Move HandiVan to Middle Street (saves lease rent)

FY 2005

Goal 4: Complete COOP and hire additional staff using federal fund reimbursement.

FY 2005

**DEPARTMENT POSITIONS**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	104.00	105.00	105.00	0.00	105.00
Temporary FTE	0.00	0.00	4.00	0.00	4.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>104.00</b>	<b>105.00</b>	<b>109.00</b>	<b>0.00</b>	<b>109.00</b>

**EXPENDITURES BY PROGRAM**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Administration	\$ 590,243	\$ 547,177	\$ 495,654	\$ 0	\$ 495,654
Traffic Engineering	3,044,093	1,538,698	1,631,026	0	1,631,026
Transportation Planning	854,905	856,253	855,753	0	855,753
Traffic Signals and Technology	2,130,108	2,171,594	2,526,291	0	2,526,291
Public Transit	135,897,091	133,910,330	140,879,678	0	140,879,678
<b>Total</b>	<b>\$ 142,516,440</b>	<b>\$ 139,024,052</b>	<b>\$ 146,388,402</b>	<b>\$ 0</b>	<b>\$ 146,388,402</b>

**CHARACTER OF EXPENDITURES**

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 88,270,838	\$ 84,396,656	\$ 87,964,994	\$ 0	\$ 87,964,994
Current Expenses	54,137,604	54,627,396	58,423,408	0	58,423,408
Equipment	107,998	0	0	0	0
<b>Total</b>	<b>\$ 142,516,440</b>	<b>\$ 139,024,052</b>	<b>\$ 146,388,402</b>	<b>\$ 0</b>	<b>\$ 146,388,402</b>

## Department of Transportation Services

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 74,000	\$ 112,860	\$ 0	\$ 0	\$ 0
Highway Fund	5,811,471	4,642,798	4,904,220	0	4,904,220
Bikeway Fund	574,354	304,688	390,188	0	390,188
Bus Transportation Fund	114,968,506	111,963,706	118,454,154	0	118,454,154
Community Development Fund	1,000,000	700,000	700,000	0	700,000
Special Projects Fund	68,784	0	0	0	0
Federal Grants Fund	20,019,325	21,300,000	21,939,840	0	21,939,840
<b>Total</b>	<b>\$ 142,516,440</b>	<b>\$ 139,024,052</b>	<b>\$ 146,388,402</b>	<b>\$ 0</b>	<b>\$ 146,388,402</b>

## Administration

## Program Description

This program plans, directs, and coordinates the activities of the Department of Transportation Services, in accordance with the provisions of the City Charter, and the guidance of the Mayor and Chief Operating Officer. It provides administrative service activities for the department, including personnel management, budget preparation, and fiscal management. This program also serves as the legislative liaison and coordinates with Neighborhood Boards on transportation-related issues. The Transportation Commission is included in this program and performs advisory duties on transportation issues.

## Program Highlights

The Administration Program budget is \$495,654 which reflects a decrease in funding of 9.4 percent from the current fiscal year primarily due to decreased funding for vacant positions.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Mayor's/MD's DART and RISRs	#	687	900	600
Payroll Timesheets	#	3,279	4,300	3,640
Industrial Injury Lost Time Incident Rates	Days	0	0	0
Avoidable Accidents	#	2	1	1
Training Transactions	#	89	100	140
Customer Service Department Referrals	#	697	900	650

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	10.00	10.00	10.00	0.00	10.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>0.00</b>	<b>10.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 527,129	\$ 526,245	\$ 474,722	\$ 0	\$ 474,722
Current Expenses	63,114	20,932	20,932	0	20,932
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 590,243</b>	<b>\$ 547,177</b>	<b>\$ 495,654</b>	<b>\$ 0</b>	<b>\$ 495,654</b>

## SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 590,243	\$ 547,177	\$ 495,654	\$ 0	\$ 495,654
<b>Total</b>	<b>\$ 590,243</b>	<b>\$ 547,177</b>	<b>\$ 495,654</b>	<b>\$ 0</b>	<b>\$ 495,654</b>

## Department of Transportation Services

### Traffic Engineering

#### Program Description

This program provides oversight of the traffic standards manual, striping and signing plans and traffic operations program, and administers the Traffic Calming Program and the School Traffic Safety Committee. It also represents the department in legal matters related to traffic engineering issues. The division administers, promotes and implements various bikeway programs. It also administers the traffic improvements, traffic calming, vision and bikeway CIP program by working with consultants, community organizations, and government officials. The work includes overseeing getting community input, planning, design and construction management of these projects.

The division provides for the safe and efficient operation of streets and intersections; recommends and implements standards for signs, pavement markings and warning devices; receives, investigates, analyzes and resolves queries from the public regarding the operation of vehicular and bicycle traffic on streets and facilities; establishes and administers the Traffic Code Ordinance requirements to maintain efficient and safe pedestrian vehicular facilities; analyzes and determines warrants for traffic signals; assists in the maintenance of traffic plans for construction; administers the traffic calming program and the School Traffic Safety Committee.

#### Program Highlights

The Traffic Engineering Program budget of \$1,631,026 reflects a 6.0 percent increase over the current fiscal year primarily due to the addition of funding for maintenance and minor repairs of bikeways.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Traffic Engineering Studies	#	1,161	1,200	1,200
Traffic Calming Neighborhoods	#	18	4	4
Special Studies	#	4	4	4
Minor Traffic Projects & Bikeways	#	16	15	15
Safety Campaigns Conducted	#	4	5	4

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	27.00	27.00	27.00	0.00	27.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>27.00</b>	<b>27.00</b>	<b>27.00</b>	<b>0.00</b>	<b>27.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 2,445,239	\$ 1,215,780	\$ 1,222,608	\$ 0	\$ 1,222,608
Current Expenses	594,656	322,918	408,418	0	408,418
Equipment	4,198	0	0	0	0
<b>Total</b>	<b>\$ 3,044,093</b>	<b>\$ 1,538,698</b>	<b>\$ 1,631,026</b>	<b>\$ 0</b>	<b>\$ 1,631,026</b>

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 2,400,955	\$ 1,234,010	\$ 1,240,838	\$ 0	\$ 1,240,838
Bikeway Fund	574,354	304,688	390,188	0	390,188
Special Projects Fund	68,784	0	0	0	0
<b>Total</b>	<b>\$ 3,044,093</b>	<b>\$ 1,538,698</b>	<b>\$ 1,631,026</b>	<b>\$ 0</b>	<b>\$ 1,631,026</b>

## Department of Transportation Services

### Transportation Planning

#### Program Description

This program performs the overall citywide transportation planning required under the current federal transportation funding programs: programs, secures, and administers federal funds for multi-modal projects, including highway, bikeway, and mass transit; monitors compliance with State and Federal laws, rules and regulations, and grant program requirements; conducts and reports data collection efforts in support of transportation planning activities. This program serves as the departmental clearinghouse for the review of environmental assessments and environmental impact statements for regulatory compliance.

#### Program Highlights

The Transportation Planning Program budget of \$855,753 reflects a decrease of 0.1 percent from the current fiscal year and provides for the current level of services.

#### Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Federal Grants Programmed	Million	\$54.2	\$67.0	\$53.8
Grant Applications Submitted	#	2	2	2
Active Grants Managed	#	14	16	16
Overall Work Program (OWP) Elements	#	2	1	1
Transportation Improvement Program (TIP) Projects	#	20	16	16
Environmental Documents Reviewed	#	43	45	45

#### PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	19.00	19.00	19.00	0.00	19.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>	<b>0.00</b>	<b>19.00</b>

#### CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 795,215	\$ 810,532	\$ 811,312	\$ 0	\$ 811,312
Current Expenses	59,690	45,721	44,441	0	44,441
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 854,905</b>	<b>\$ 856,253</b>	<b>\$ 855,753</b>	<b>\$ 0</b>	<b>\$ 855,753</b>

#### SOURCE OF FUNDS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Highway Fund	\$ 764,165	\$ 802,877	\$ 781,277	\$ 0	\$ 781,277
Bus Transportation Fund	71,415	53,376	74,476	0	74,476
Federal Grants Fund	19,325	0	0	0	0
<b>Total</b>	<b>\$ 854,905</b>	<b>\$ 856,253</b>	<b>\$ 855,753</b>	<b>\$ 0</b>	<b>\$ 855,753</b>



## Traffic Signals and Technology

## Program Description

This program's goals are to effectively and efficiently manage, operate, develop, and implement Honolulu's traffic signal systems operations, Traffic Control Center activities and expansion, traffic camera coverage, traveler information program, Intelligent Transportation Systems (ITS) projects and transit applications, and management of street use permits and its related traffic management. The division is developing and establishing the next generation of smart traffic technology and ITS projects. The division optimizes the existing traffic signal operation for maximum throughput volumes with minimum delays as well as safety, maintenance, and operation. The division provides and researches real time traveler information to drivers, commuters, transit vehicles, and media on current traffic conditions. The information is networked to the internet, Police, Civil Defense, local television and radio stations, and other transportation-related agencies.

The division includes the Street Usage Section, which reviews and issues traffic control permits for parades, special events, construction and other street usage. The section monitors the permits issued. It coordinates and utilizes the Traffic Control Center functions and special duty police, signs, barricades, cones and changeable-message displays to reroute or warn commuters and to maintain a safe construction, special event, or parade travel area.

## Program Highlights

The Traffic Signals and Technology Program budget of \$2,526,291 reflects an increase of 16.3 percent over the current fiscal year. The increase in salaries is primarily due to increased funding for vacant positions and the addition of four positions for the Traffic Control Center. Highway funds are provided for approximately 3 months for each of these four positions, and Federal funds are expected to cover the balance of the cost. The increase in current expense is due primarily to increased electricity costs.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Install New Traffic Signal	#	2	4	6
Traffic Signal CIP Project	#	2	4	6
Traffic Signal Review of Construction Plan	#	1,100	1,300	1,400
Responses to Complaints	#	575	650	750
Responses to Legal Issues	#	200	220	240
Traffic Signal Maintenance Work Orders	#	5,600	5,700	5,800
Operation of Traffic Cameras	#	160	180	200
Inspection of Traffic Signal	#	325	450	500
Street Use Permits	#	3,500	3,800	4,200
Special Events	#	195	220	240
Optimize Timings of Traffic Signals	#	250	250	250

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	27.00	27.00	27.00	0.00	27.00
Temporary FTE	0.00	0.00	4.00	0.00	4.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>27.00</b>	<b>27.00</b>	<b>31.00</b>	<b>0.00</b>	<b>31.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 1,091,057	\$ 1,307,000	\$ 1,396,701	\$ 0	\$ 1,396,701
Current Expenses	1,039,051	864,594	1,129,590	0	1,129,590
Equipment	0	0	0	0	0
<b>Total</b>	<b>\$ 2,130,108</b>	<b>\$ 2,171,594</b>	<b>\$ 2,526,291</b>	<b>\$ 0</b>	<b>\$ 2,526,291</b>

Department of Transportation Services

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
General Fund	\$ 74,000	\$ 112,860	\$ 0	\$ 0	\$ 0
Highway Fund	2,056,108	2,058,734	2,386,451	0	2,386,451
Federal Grants Fund	0	0	139,840	0	139,840
Total	\$ 2,130,108	\$ 2,171,594	\$ 2,526,291	\$ 0	\$ 2,526,291

## Public Transit

## Program Description

This program is responsible for planning and directing the City island-wide public transit system, including establishing policies for the operation of the fixed route and paratransit services; conducting appropriate reviews of established routes and determining adjustments required to maintain equitable service based on island population trends and development; providing equipment; procuring new buses and paratransit vans; installing and maintaining bus shelters and bus stops; and preparing in accordance with the Americans with Disabilities Act (ADA) and training persons with disabilities to use the fixed route system. Additionally, this division conducts a pro-active community outreach program to promote public transit and determine the transit needs of the community. This division oversees the contractor operating the City's public transit system and responds to recommendations, complaints and questions received from the community and public officials. This division is also responsible for implementing a Smart Card program for the payment of transit fares and other enterprise entry fees.

## Program Highlights

The Public Transit Program budget of \$140,879,678 reflects an increase of 5.2 percent over the current fiscal year. This includes \$139,231,652 in funding for contractual services for the operations of the City's bus and paratransit services. The funding increase for this program is due primarily to the restoration of the service level for the City's bus service and increased insurance cost for the bus and paratransit services.

## Output Measures

DESCRIPTION	UNIT	FY 2003 ACTUAL	FY 2004 ESTIMATED	FY 2005 ESTIMATED
Fixed Route:				
Service Hours	Hours	1.480M	1.337M	1.495M
Ridership	#	69.0M	70.5M	72.0M
Average Daily Ridership	#	192,000	200,000	202,000
Direct Cost Per Service Hour	\$	57.64	57.00	57.00
Routes Entered into GIS Program	%	100	100	100
Community Outreach Contacts	#	20	20	20
Paratransit Services				
Service Hours	Hours	370,000	370,000	370,000
Ridership	#	710,957	710,000	710,000
Total Cost Per Service Hour	\$	49.66	50.00	50.00
Paratransit Applications Received	#	3,777	4,000	4,000

## PROGRAM POSITIONS

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Permanent FTE	21.00	22.00	22.00	0.00	22.00
Temporary FTE	0.00	0.00	0.00	0.00	0.00
Contract FTE	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>21.00</b>	<b>22.00</b>	<b>22.00</b>	<b>0.00</b>	<b>22.00</b>

## CHARACTER OF EXPENDITURES

	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Salaries	\$ 83,412,198	\$ 80,537,099	\$ 84,059,651	\$ 0	\$ 84,059,651
Current Expenses	52,381,093	53,373,231	56,820,027	0	56,820,027
Equipment	103,800	0	0	0	0
<b>Total</b>	<b>\$ 135,897,091</b>	<b>\$ 133,910,330</b>	<b>\$ 140,879,678</b>	<b>\$ 0</b>	<b>\$ 140,879,678</b>

Department of Transportation Services

SOURCE OF FUNDS					
	FY 2003 Actual	FY 2004 Appropriated	FY 2005 Current Svcs	FY 2005 Issues	FY 2005 Total Budget
Bus Transportation Fund	114,897,091	111,910,330	118,379,678	0	118,379,678
Community Development Fund	1,000,000	700,000	700,000	0	700,000
Federal Grants Fund	20,000,000	21,300,000	21,800,000	0	21,800,000
Total	\$ 135,897,091	\$ 133,910,330	\$ 140,879,678	\$ 0	\$ 140,879,678

# General Purposes

---

***This Page Intentionally Left Blank***

---

# Miscellaneous

## Executive Program

The Miscellaneous Function consists of centralized accounts that cover operational costs attributable to several or all City agencies. These accounts and their purposes are outlined below.

Account	Purpose
Retirement System Contributions	Mandatory employer's share of contributions to the State Employees' Retirement System.
Pension Contributions	Mandatory employer's share of pension contributions.
FICA Tax	Mandatory employer's share of contributions to the FICA tax.
Workers' Compensation	Medical and other payments for employees' work-related injuries and illnesses.
Unemployment Compensation	Mandatory employer's contribution to the State Unemployment Compensation Fund.
Health Fund	Mandatory employer's contribution to the State Health Fund for employees' medical insurance.
Provision for Salary Adjustments and Accrued Vacation Pay	Funds salary requirements that have not been budgeted in agencies' accounts; and funds lump-sum payments for accrued vacation required for individuals who leave City employment.
Provision for Judgments and Losses	Provision for Judgments and Losses Funds the City's legal liability needs not covered by insurance.
Provision for Risk Management	Funds the City's insurance costs including premiums and deductibles, and risk management information, claims adjustment, actuarial and other services required for the sound administration of the City's risk financing program.
Provision for Real Property Tax Refunds	Funds the City's real property tax refunds (to property owners).
Provision for Deferred Compensation Plan	Provision for an employer's contribution to a deferred compensation plan provided to employees by collective bargaining agreement.

## Miscellaneous

Funds are provided for the payment of retirement system, pension, FICA tax, workers' compensation, unemployment compensation, health fund,

judgments and losses, risk management and other costs.

## FY2005 Highlights

**Employees Retirement System** — Reflects a 43% increase as certified by the Board of Trustees of the Employees Retirement System of the State of Hawaii.

**Workers' Compensation** — Reflects a 13% increase based on benefit experience.

**Unemployment Compensation** — Reflects a 2% decrease based on benefit experience.

**Health Fund** — Reflects an 8% increase based primarily on estimates by the Hawaii Employer-Union Health Benefits Trust Fund for fiscal year 2005.

**Provision for Salary Adjustments and Accrued Vacation Pay** — A higher amount is required due to a change of administration. Raises for employees are provided in departmental budgets.

## Executive Budget

Activity	Proposed Budget for Fiscal Year 2005				
	Expended FY2003	Appropriated FY 2004	Current Services	Budget Issues	Total
Retirement System Contributions	\$ 17,334,141	32,565,069	46,644,512		46,644,512
Pension Contributions	55,120	79,000	79,000		79,000
FICA Tax	17,135,758	17,823,590	18,039,759		18,039,759
Workers' Compensation	10,840,743	11,936,407	13,429,549		13,429,549
Unemployment Compensation	482,762	424,194	430,551		430,551
Health Fund	60,575,888	69,690,249	75,577,721		75,577,721
Provision for Salary Adjustments and Accrued Vacation Pay	0	1,820,601	3,000,000		3,000,000
Provision for Judgments & Losses	3,628,169	4,200,000	4,200,000		4,200,000
Provision for Risk Management	5,773,868	5,777,058	6,743,454		6,743,454
Provision for Real Property Tax Refunds	19,138	150,000	150,000		150,000
Provision for Deferred Compensation Plan	304,200	304,200	304,200		304,200
<b>Total</b>	<b>\$ 116,149,787</b>	<b>144,770,368</b>	<b>168,598,746</b>	<b>0</b>	<b>168,598,746</b>
<i>Source of Funds</i>					
General Fund	\$ 88,481,455	109,049,860	129,690,015		129,690,015
Highway Fund	9,176,323	11,729,341	13,108,547		13,108,547
Highway Beautification Revolving Fund	0	276,408	0		0
Sewer Fund	8,141,837	10,290,092	10,797,073		10,797,073
Liquor Commission Fund	399,710	680,582	674,000		674,000
Special Events Fund	1,750,234	2,272,025	2,607,548		2,607,548
Hanauma Bay Fund	194,380	261,387	309,467		309,467
Solid Waste Special Fund	6,647,189	8,407,184	9,570,304		9,570,304
Golf Fund	1,358,659	1,803,489	1,841,792		1,841,792
<b>Total</b>	<b>\$ 116,149,787</b>	<b>144,770,368</b>	<b>168,598,746</b>	<b>0</b>	<b>168,598,746</b>



## Debt Service

Debt service funds are provided for the payment of short/long-term debt service costs. The budgeted debt service amount is provided to pay currently outstanding debt and for the planned issuance of those bonds that are authorized but unissued. The planned issuance may include specific projects in the Capital Program. Projected debt service costs beyond fiscal year 2005 relate to the City's six-year Capital Program and Budget and are reflected in

the Multiyear Financial Outlook. Actual debt service costs will be determined by the actual size of the bond issue, market conditions, the timing of bond issuances and cash requirements.

Debt service payments on general obligation bonds and revenue bonds issued to fund capital improvement projects are reflected in the operating budget.

### Executive Program Highlights for the Fiscal Year 2005

One general obligation bond issue totaling \$300 million and one sewer revenue bond issue of \$125 million are programmed for fiscal year 2005. Approximately \$570.4 million in general obligation

bonds and \$151.3 million in sewer revenue bonds are authorized and unissued as of December 31, 2003.

### Executive Budget

		Proposed Budget for Fiscal Year 2005				
		Expended FY 2003	Appropriated FY 2004	Current Services	Budget Issues	Total
General Fund						
	Bond Principal and Interest	\$117,328,146	\$173,981,296	\$164,789,277	\$—	\$164,789,277
	Other Debt Principal and Interest	359,220	359,222	359,221	—	359,221
	TECP	953,676	2,224,510	1,457,165	—	1,457,165
	Total (General Fund)	\$118,641,042	\$176,565,028	\$166,605,663	\$—	\$166,605,663
Sewer Fund						
	Sewer Revenue Bond Principal and Interest	\$24,171,238	\$25,333,999	\$26,338,790	\$—	\$26,338,790
	Total Debt Service	\$142,812,280	\$201,899,027	\$192,944,453	\$—	\$192,944,453

The sustained growth of the City in the past has required it to rely on general obligation bonds as a major source of financing for its capital improvement projects. This fiscal year the City through the use of Tax Exempt Commercial Paper (TECP) will restructure its sewer reimbursable general obligation debt service. This will result in a debt service savings of \$9.9 million.

The City will continue to finance wastewater projects with the issuance of wastewater revenue bonds. This approach will require more accountability from the Department of Environmental Services (formerly the Department of Wastewater Management) on managing costs and determining sewer service charge rates.

## Debt Service Policy

Debt service is guided by Resolution No. 03-59, CD1, Establishing Debt and Financial Policies for the City. Section III of the Resolution states:

1. Debt shall not be used to finance ongoing operational costs.
2. Whenever possible, the City shall pursue alternative sources of funding in order to minimize the level of debt.
3. When feasible, the City shall use special assessment, revenue, or reimbursable bonds in lieu of general obligation debt.
4. Long-term general obligation debt may be incurred when necessary, based on the City's ability to pay. This debt shall be limited to those capital projects that cannot be financed from existing revenues and when there is an existing or near-term need for the project. The project also should be integrated with the City's long-term financial plan and Capital Program.
5. The maturity date for any debt shall not exceed the reasonable expected useful life of the project so financed.
6. The City shall encourage and maintain good relations with financial and bond rating agencies and will follow a policy of full and open disclosure on every financial report and bond prospectus. A rating agency presentation/update shall be conducted at least once annually.
7. The City shall establish affordability guidelines in order to preserve credit quality. Guidelines, which may be suspended for emergency purposes or because of unusual circumstances, are as follows:
  - a. Debt service for general obligation bonds including self-supporting bonds as a percent of the City's total operating budget, including enterprise and special revenue funds, should not exceed 20 percent.
  - b. Debt service on direct debt, excluding self-supported bonds, as a percentage of General Fund revenues should not exceed 20 percent.
8. The total outstanding principal of the City's variable rate debt should not exceed 120% of the City's total short-term investments.
9. Variable rate debt should be used only as a source of interim or construction financing, financing of equipment with a useful life of five years, and short-term financing of debt service. In the event variable rate debt is used to finance debt service, the variable rate debt shall be refunded as a part of the next long-term bond issuance.
10. Whenever possible, the City shall seek State funding for financing of qualified wastewater projects.
11. The City continually shall review outstanding City debt and initiate refinancing when feasible.
12. Unless the refunding of bonds is for the purpose of restructuring existing debt service on outstanding bonds or to refund outstanding bonds which bear interest at a rate or rates which shall vary from time to time, the City shall refund callable fixed rate bonds only if the present value savings which shall inure to the City as a result of the refunding shall not be less than 2%.

## STATEMENT OF LEGAL DEBT MARGIN

### December 31, 2003

<b>Gross Assessed Valuation of Real Property, January 31, 2004</b>	<b>\$ 109,784,146,100</b>
Less Exempt Valuation	- 15,864,776,200
<b>Assessor's Net Taxable Valuation</b>	<b>\$ 93,919,369,900</b>
Less Valuation on Appeal	- 2,995,974,710
<b>Taxpayers' Valuation</b>	<b>\$ 90,923,395,190</b>
Add 50 percent of Valuations on Appeal	- 1,497,987,355
<b>Net Assessed Valuation of Taxable Real Property for Rate Purposes</b>	<b>\$ 92,421,382,545</b>
 <b>Debt Limit -- 15 percent of Net Assessed Valuation of Taxable Real Property</b>	 <b>\$ 13,863,207,382</b>
Less Net Funded and Other Indebtedness	- 1,468,793,108
 <b>Legal Debt Margin</b>	 <b>\$ 12,394,414,274</b>
Less Bonds Authorized and Unissued	- 570,444,372
<b>Net Legal Debt Margin</b>	<b>\$ 11,823,969,902</b>

---

***This Page Intentionally Left Blank***

---

# Revenues

---

***This Page Intentionally Left Blank***

---

# Detailed Statement of Revenues and Surplus

## Budget Basis

The Miscellaneous Function consists of centralized accounts that cover operational costs attributable to several or all City agencies. These accounts and their purposes are outlined below.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities,

fund equity, revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which the resources are to be spent and the means by which spending activities are controlled.

The City's accounting records for the governmental funds and expendable trust and agency funds are maintained on an accrual basis.

## Budgeted Revenues

Budgeted revenues are based on estimates of the financial resources used for financing operations and development of new facilities. Tax revenues are relatively stable and predictable. Fee schedules, historical trends, and economic and demographic patterns largely determine levels of other revenues.

The comparative revenue schedules that follow generally reflect prior years' trends even though some may be irregular. In large part, revenue projections are a continuation of these trends. However, in recent years, adjustments for slow economic conditions have been required.

## Major Revenue Sources

### General Fund

**Real Property Tax** — Tax on real property (land and improvements). Assessed valuation is 100 percent of fair market value. Maximum exemption for owner-occupied homes is \$40,000 with higher exemptions allowed for those 55 years of age and older. Various rates are set for land, improvements and classes of property.

**Transient Accommodations Tax** — Tax rate of 7.25 percent, with 17.3 percent of the revenues collected being used for convention center purposes, 32.6 percent for tourism, 5.3 percent for a trust fund, and 44.8 percent being distributed to the four counties; the City and County receives 44.1 percent of the Counties' share.

**Public Service Company Tax** — The County receives 1.885 percent of public service companies' gross income.

### Highway Fund

**Fuel Tax** — Tax (16-1/2¢ per gallon effective July 1, 1989) imposed on liquid fuels sold or used within the City's jurisdiction, except that it

does not apply to aviation fuel; on diesel fuel it is imposed only on that portion used on public highways.

**Vehicle Weight Tax** — Tax on the net weight of all vehicles used on the public highways. The following tax rates were effective January 1, 2004:

- Passenger vehicles and noncommercial vehicles not exceeding 6,500 pound (automobiles, buses and ambulances) — 2¢ per pound (net weight).
- Motor vehicles and other vehicles designed for other than carrying passengers (trucks, truck-tractors, road tractors, trailers and semi-trailers) — 2-1/2¢ per pound (net weight).

**Public Utility Franchise Tax** — Tax on electric power and gas companies — but not telephone or cable television companies — equal to 2-1/2 percent of the companies' gross receipts for sales.

## Major Revenue Sources (Continued)

### Sewer Fund

Sewer Service Charge — The following are basic charges in effect July 1, 1993:

<b>Residential:</b>	
Single family and duplex dwellings per dwelling unit per month:	
Monthly base charge	\$24.85
Monthly usage charge per 1,000 gallons over 2,000 gallons	1.05
Multiple unit dwellings per dwelling unit per month:	
Monthly base charge	\$17.40
Monthly usage charge per 1,000 gallons over 2,000 gallons	1.05
<b>Non-residential:</b>	
Various rates based on water usage or wastewater discharge.	

### Solid Waste Special Fund

Proposed charges for the disposal of refuse and other solid wastes delivered to disposal facilities by any business or any federal or state agency.

H-Power Facility (per ton)	\$81.00
Transfer Stations (per ton)	110.60
Landfills (per ton)	81.00

### Bus Transportation Fund

Bus Fares — The following charges have been in effect since October 2003.

Adult cash fare	\$2.00
Youth cash fare	1.00
Senior cash fare	1.00
Disabled cash fare	1.00
Adult monthly pass	40.00
Youth monthly pass	20.00
Senior monthly pass	5.00
Disabled monthly pass	5.00
Adult annual pass	440.00
Youth annual pass	220.00
Senior annual pass	30.00
Disabled annual pass	30.00
Senior/Disabled ID Card	10.00



# Detailed Statement of Revenues and Surplus

## General Fund (110)

This fund accounts for all financial resources except those required to be accounted for in another fund. The major revenue source in the General Fund is the real property tax.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Taxes</b>			
Real Property Taxes - Current Year	\$ 384,432,234	\$ 427,164,000	\$ 496,500,000
Real Property Taxes - Prior Year	1,440,012	2,974,000	0
Real Property Taxes - Omitted Properties	0	0	2,000,000
Public Service Company Tax	25,170,871	24,500,000	24,500,000
<b>Total — Taxes</b>	<b>411,043,117</b>	<b>454,638,000</b>	<b>523,000,000</b>
<b>Licenses and Permits</b>			
Auctioneer & Pawn Broker	6,358	1,200	1,200
Firearms	2,012	1,840	1,940
Second-Hand & Junk Dealer	14,121	11,700	11,700
Used Motor Vehicle Parts Dealer	823	790	790
Wreck Salvage Rebuild Motor Vehicle	459	410	410
Peddler/Itinerant Vendor	4,294	2,700	2,700
Tear Gas/Other Noxious Substances	200	30	30
Scrap Dealers	400	300	300
Pedicab License Fees	45	0	0
Other - Protective License	200	100	100
HPD Alarm Permits	174,900	150,000	125,000
Refuse Collector-License	10,958	6,000	6,000
Glass Recycler	400	0	0
Building Permits	9,150,787	11,600,000	11,500,000
Signs	21,771	32,100	32,000
Grading Excavation & Fill	0	300	300
Motor Vehicle Plate Fees	609,062	597,550	597,550
Motor Vehicle Special Number Plate Fee	652,880	642,600	642,600
Motor Vehicle Tag Fees	334,120	405,800	405,800
Motor Vehicle Transfer Fee & Penalty	2,726,485	2,673,300	2,673,300
Duplicate Register/Ownership Certificate	222,970	219,100	219,100
Tax Liens	300	300	300
Correction Fees	10,750	6,000	6,000
Motor Vehicle Registration - Annual Fee	12,763,928	13,432,200	13,432,200
Reconstruction Inspection Fees	0	24,890	24,890
Passenger & Freight Vehicle License	109,876	65,950	65,950

# Detailed Statement of Revenues and Surplus

## General Fund (110)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Nonresident Vehicle Permit	22,635	22,300	22,300
Motor Vehicle Drivers License	1,758,342	3,908,260	4,089,120
Dog Licenses	250,319	255,510	255,510
Dog Tag Fees	9,168	9,040	9,040
Easement Grants	62,726	125,700	128,120
Newsstands	22,794	20,410	20,410
Telephone Enclosures	2,269	35,000	35,000
Dispensing Rack	106,340	74,950	74,950
Fire Code Permit & License	287,750	259,000	259,000
<b>Total — Licenses and Permits</b>	<b>29,340,442</b>	<b>34,585,330</b>	<b>34,643,610</b>
<b>Intergovernmental Revenue</b>			
Administrative Fees - Section 8	\$ 0	\$ 900	\$ 927
Civil Defense PI-85-606	112,262	112,262	112,262
US Department Of Justice Crime	45,239	0	0
Transient Accomdtn Tax	32,603,169	34,700,000	36,800,000
Fish And Wildlife Svcs	2,608	17,261	17,300
<b>Total — Intergovernmental Revenue</b>	<b>32,763,278</b>	<b>34,830,423</b>	<b>36,930,489</b>
<b>Charges for Services</b>			
Duplication-Master Tapes	\$ 37,250	\$ 23,000	\$ 23,000
Data Proc Svc-State	382,023	250,000	225,000
Data Proc Svc-US Govt	9,288	9,000	8,500
Data Proc Svc-Othr County	291,575	290,000	290,000
Legal Services (BWS)	32,500	30,000	30,000
Svc Fee-Dishonored Checks	19,746	29,100	29,100
Band Collection	5,400	3,900	3,900
Sale Of Gasoline And Oil	110,625	147,000	141,790
GSA-Sale Of Gas & Oil	10,324	15,250	15,500
Others	2,346	0	0
Subdivision Fees	71,076	150,000	150,000
Zoning Reg Applcn Fees	96,675	233,000	233,000
Nomination Fees	3,725	2,225	1,500
Witness Fees	150	0	0
Nonconformance Certificate Renewal	213,230	0	350,000
Plan Review Fee	791,818	1,200,000	1,200,000
Adm Fee-Multi-Family Housing Program	147,270	64,468	63,681
Exam Fees-Spec Inspectors	375	300	300
Reg Fees-Spec Inspectors	870	200	200
Zoning/Flood Clearance Fee	9,777	19,000	19,000
Real Property Tax Appeal Fee	3,550	0	0
Subscription-Ord/Reso/County Agenda	4,984	3,500	3,000
Duplicate Copy-Any Record	142,167	107,400	100,350
Abstract Of Information	1,498	2,188	2,200

# Detailed Statement of Revenues and Surplus

General Fund (110)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Copy-Map, Plan, Diagram	10,670	4,000	4,100
Photo/Photo Enlargement	6,752	6,000	2,000
Certificate Voter Registration	208	150	150
Voter Registration Lists	5,500	2,000	5,000
Medical Examiner's Report	2,021	3,000	3,000
Certificate-Correctness of Information	83	200	175
Survey	2,000	0	0
Property Tax Record Search	978	1,700	1,700
HPD Alarm Service Charges	44,750	45,000	45,000
Attendant Services	231,815	0	0
Spay-Neuter Service	240,078	553,250	553,250
Kitchen & Facility Usage	5,650	0	0
Other - Misc Services	3,813	0	0
Taxi/Pedicab Drivers Cert	42,525	41,300	41,300
HPD Special Duty Fees	154,149	130,000	150,000
Care Of Federal Prisoners	1,464	0	0
Electrical Inspection	432	400	400
Bldg Code Variance/Appeal	1,580	1,200	1,200
City Employees	452,333	485,000	485,000
HPD Parking Lot	127,120	140,000	127,000
Scuba And Snorkeling	19,495	19,000	19,000
Windsurfing	4,200	4,200	4,200
Commercial Filming	17,690	6,000	6,000
Summer Fun Program	296,568	187,500	187,500
Fall And Spring Programs	24,584	25,000	25,000
Foster Botanic Garden	115,103	105,000	110,000
Fees For Community Garden	50,234	35,000	50,000
<b>Total — Charges for Services</b>	<b>4,250,037</b>	<b>4,374,431</b>	<b>4,710,996</b>
<b>Fines and Forfeits</b>			
Fines-Overdue Books	\$ 440	\$ 300	\$ 200
HPD Alarm Fines	105,600	100,000	100,000
Fines-Viol Bldg Elec Etc	45,354	61,000	61,000
Liquidated Contr Damages	4,141	0	0
Forfeiture Of Seized Prop	147,218	50,000	50,000
<b>Total — Fines and Forfeits</b>	<b>302,753</b>	<b>211,300</b>	<b>211,200</b>

General Fund

# Detailed Statement of Revenues and Surplus

## General Fund (110)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 3,087,777	\$ 2,700,000	\$ 7,600,000
Other Sources	10,686	2,000	200
Rental Units (City Prop)	200,588	186,306	186,306
Rental Units (HCD Prop)	205,613	0	0
Rental-Sec 8 Hsg Assist	121,651	0	0
Rental-Amb Facil-Fire Stn	63,900	63,900	63,900
Other - Rental-Park/Recrtn Facility	660	0	0
Perquisite Housing	24,928	24,932	22,400
Rental Of Equipment	7,086	15,000	7,000
Rental For Use Of Land	59,880	61,020	61,020
Harbor Crt-Lease Rent	1,235,660	1,000,000	500,000
Chinatown Comm Svc Ctr	9,809	0	0
Hanauma Beach Park Conces	0	0	261,000
Food Concession-Hpd	27,566	30,000	0
Hanauma Shuttle Bus Svc	0	0	37,200
Hanauma Snorkling Rental	0	0	789,600
Hanauma Gift Shop Concessiom	0	0	48,000
Tennis Court Concession	0	81,000	97,200
Public Pay Phone Conces	7,275	100,000	100,000
Vending Machines	321	0	0
Pub Pay Phone-Lng Distnce	4,796	20,000	20,000
Automatic Teller Machines	2,400	0	0
Land	14,400	749,510	50,000
Buildings & Improvements	10,000	0	0
Equipment	285,446	80,000	80,000
Sale Of Block J	0	9,700,000	0
Sale of Property	0	0	34,000,000
Other - Comp-Loss of Fixed Asset	100	0	0
Police Department	9,980	10,000	5,000
Developers' Premium	2,500,000	0	0
Recov-Overhead Charges	270,401	191,725	201,111
Recov Of Utility Charges	12,605	14,480	14,480
Recov-Workers' Comp Paymt	322,272	345,000	450,000
Recov-Court Ordered Restitution	4,695	300	200
Misc Recov,Collect,Etc	86,078	400	400
Recov State Fam Supp Prgm	1,227,587	890,309	986,744
Recov State-Emerg Amb Svc	19,360,615	19,201,112	19,559,884
Recov-Real Prop Tax Svc	0	120,000	12,000
Recov State-Motor Vehicle	620,590	724,210	724,210
Recov Work Comp-3rd Party	63,694	90,000	75,000
Recov-Off Hwy Veh Fuel Tx	65,255	60,000	60,000
Recov-State-Comml Drv Lic	326,759	341,990	341,990
Recov-Debt Svc WF/Refuse	5,079,533	6,108,578	6,064,228

# Detailed Statement of Revenues and Surplus

General Fund (110)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Recov Debt SV-SWDF Sp Fd	25,173,185	25,135,695	25,098,820
Recov Debt Svc-Hsg Sp Fd	9,818,773	12,815,789	9,688,625
Recov Debt Svc-Swr Fund	11,140,313	10,553,547	10,024,750
Recoveries - Others	1,059	0	0
Reimb State-Fireboat Oper	1,659,106	2,109,079	1,422,323
Reimb State-HPD Civil Def	21,900	29,000	29,000
Reimb State-Mv Insp Prgm	340,405	506,910	506,910
Reimb Of Admin Cost-Ewa	22,015	0	0
Reimb From Org. Plates	0	9,330	9,330
Towing Service Premiums	544,872	537,000	540,000
Other Sundry Realization	32,914	0	0
Sund Refunds-Prior Expend	5,169,731	26,063,350	826,150
Sund Refunds-Curr Exp	112,556	0	0
Vacation Accum Deposits	103,623	56,686	41,000
Auction Sale-Impound Veh	117,790	106,010	106,010
Auction Sale-Unclaim Prop	44,957	60,000	45,000
Sale-Other Mtls & Suppl	2,288	1,580	1,580
Sale-Repurchased Hsg Unit	807	0	0
<b>Total — Miscellaneous Revenues</b>	<b>89,636,900</b>	<b>120,895,748</b>	<b>120,758,571</b>
<b>Non-Revenue Receipts</b>			
Recov Swr Fd(WWM Radio)	\$ 35,000	\$ 35,000	\$ 0
Recov-Debt Svc Golf Fd	5,330,676	8,286,308	8,048,173
Recov D/S-Spec Events Fd	2,702,139	5,089,510	5,072,055
Recov D/S-Hanauma Bay Fd	1,420,755	1,505,016	1,602,495
Recov Debt Svc-Hwy Fund	14,866,984	25,438,802	27,401,877
Recov Case-Spec Events Fd	639,637	758,000	774,000
Recov Case-Hanauma Bay Fd	0	191,400	215,800
Recov Case - Hwy Beaut Fd	0	164,300	145,400
Recov Case - Sw Sp Fd	7,447,000	7,835,600	7,001,600
Recov Case-Golf Fund	773,000	915,500	903,600
Recov Case-Hwy Fund	5,672,794	5,663,100	6,838,900
Recov Case-Sewer Fund	5,735,000	5,570,000	5,747,000
Recov Case-Liquor Comm Fd	167,500	180,500	174,500

General Fund

# Detailed Statement of Revenues and Surplus

## General Fund (110)

General Fund

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
Recov Case - Bikeway Fd	14,900	15,700	20,000
Recovery Case-BWS	3,274,329	5,100,000	4,000,000
Recov Case-Rental Asst Fd	11,700	11,700	11,700
Trans Fr Ref Gnl Ac-Rent	263,500	263,500	263,500
Trf-Liq Comm Fund	100,000	100,000	100,000
Trf-Sewer Fund For Rent	472,500	472,500	472,500
Trans Muni Store Rev Fd	135,000	0	0
Trans Fr Sewer To Gen Fd	53,390,526	35,000	35,000
Real Prop Tax Trust Rcpts	0	45,000	45,000
<b>Total — Non-Revenue Receipts</b>	<b>102,452,940</b>	<b>67,676,436</b>	<b>68,873,100</b>
<b>Unreserved Fund Balance</b>	<b>35,158,765</b>	<b>51,496,248</b>	<b>19,252,309</b>
<b>Interfund Transfer</b>	<b>(76,716,674)</b>	<b>(90,359,311)</b>	<b>(109,606,958)</b>
<b>Total — General Fund</b>	<b>628,231,558</b>	<b>678,348,605</b>	<b>698,773,317</b>

# Detailed Statement of Revenues and Surplus

## Highway Fund (120)

This fund accounts for the disposition of proceeds from special revenues earmarked by law for highway and related activities. Major revenue sources include the City fuel tax, vehicle weight tax, and public utility franchise tax.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Taxes</b>			
Hawaiian Electric Company	\$ 21,321,671	\$ 24,200,000	\$ 23,600,000
GASCO Inc	1,330,641	1,497,900	1,497,900
Fuel Tax - Current Year	47,155,526	48,120,000	48,120,000
<b>Total — Taxes</b>	<b>69,807,838</b>	<b>73,817,900</b>	<b>73,217,900</b>
<b>Licenses and Permits</b>			
Storm Drain Connection Fee	2,450	8,200	8,200
Non-Storm Water Discharge Permit	300	0	0
Grading Excavation & Fill	58,953	211,236	212,000
Motor Vehicle Weight Tax	26,824,229	33,400,000	39,800,000
Delinquent Motor Vehicle Weight Tax Penalty	735,540	728,260	728,260
Other Vehicle Weight Tax	1,129,267	894,300	1,012,410
Delinquent Other Vehicle Weight Tax Penalty	33,020	32,800	32,800
Taxi Stand Permit Fee	9,710	9,080	9,080
Taxi Stand Decals	98	90	90
Freight Curb Load Zone-Permit	183,111	205,850	205,850
Freight Curb Load Zone-Decals	8,539	8,520	8,520
Pass Loading Zone-Permit	11,362	11,520	11,520
Pass Loading Zone-Decals	478	480	480
Excavation/Repair-Street & Sidewalk	28,523	85,000	85,000
<b>Total — Licenses and Permits</b>	<b>29,025,580</b>	<b>35,595,336</b>	<b>42,114,210</b>
<b>Charges for Services</b>			
Witness Fees	\$ 19	\$ 0	\$ 0
Sidewalk Specs File Fee	0	11,600	11,600
Duplicate Copy-Any Record	198	0	0
Abstract Of Information	25	0	0
Sidewalk Area Cleaning	0	500	500
Sidewalk Repair	62,097	42,000	44,500
Other - Street & Sidewalk Charges	0	500	500
Parking Placards	400	0	0
Street Parking Meter	2,370,606	2,200,000	2,300,000
Frm Damaged Parking Meter	5,957	0	0
Kuhio-Kaiolu Parking Lot	182,150	185,000	195,000
Bishop-Kukui Parking#2	343,475	342,000	0
Kaimuki Parking Lot	590,094	570,000	600,000
Kailua Parking Lot	139,188	131,000	131,000
Kalakaua Parking Lot	130,317	127,000	140,000
Zoo Parking Lot	213,778	190,000	225,000
Civic Center Parking Lot	90,317	94,000	94,000

# Detailed Statement of Revenues and Surplus

## Highway Fund (120)

Highway Fund

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
River-Nimitz-Parking	687	0	0
Parking Chgs - Salt Lake-	33,384	29,000	35,000
Parking Charges-Palace Sq	66,239	64,000	68,000
HPD Parking Lot	12,882	12,000	12,000
Kailua Elderly Hsg P/Lot	60,024	48,000	70,000
Reloc-St Light Facilities	0	100	100
Joint Pole Collections	0	100	100
Use Of Poles-TV Cables	0	200	200
Lamppost Banner Display	26,635	28,000	28,000
<b>Total — Charges for Services</b>	<b>4,328,472</b>	<b>4,075,000</b>	<b>3,955,500</b>
<b>Fines and Forfeits</b>			
Fines-Storm Water	\$ 2,000	\$ 20,000	\$ 25,000
<b>Total — Fines and Forfeits</b>	<b>2,000</b>	<b>20,000</b>	<b>25,000</b>
<b>Miscellaneous Revenues</b>			
Kekaulike Dia Hd Blk Pkg	\$ 33,774	\$ 25,000	\$ 40,000
Marin Tower Pkg Garage	285,298	210,000	300,000
Harbor Court Garage	311,438	370,000	270,000
Rental For Use Of Land	60,835	68,302	50,000
Kukui Plaza Garage	687,642	640,000	650,000
Land	37,000	25,000	25,000
City Buses	3,393	0	0
Other - Sale of Fixed Asset	460	0	0
Recov-Damaged St Lights	125,639	110,000	110,000
Recov-Damaged Traf Signal	407,495	250,000	275,000
Recovery Of Traffic Signs	565	600	600
Other - Comp-Loss of Fixed Asset	2,143	1,000	1,000
Recov For Graffiti Loss	40	40	50
Other - Share of Construction Cost	590	0	0
Recov-Overhead Charges	18,004	10,600	11,000
Recov-Embezzlement Loss	2,135	0	0
Recov-Overtime Inspection	69	5,000	5,200
Reimb State-Traf Sig Main	0	100,000	115,000
Sund Refunds-Prior Expend	3,405,215	60,100	100,100
Sund Refunds-Curr Exp	1,140	0	0
Sale Of Scrap Materials	139	1,000	1,000
<b>Total — Miscellaneous Revenues</b>	<b>5,383,014</b>	<b>1,876,642</b>	<b>1,953,950</b>
<b>Unreserved Fund Balance</b>	<b>25,551,520</b>	<b>25,519,141</b>	<b>22,353,000</b>
<b>Interfund Transfer</b>	<b>(55,671,134)</b>	<b>(59,253,900)</b>	<b>(80,001,591)</b>
<b>Total — Highway Fund</b>	<b>78,427,290</b>	<b>81,650,119</b>	<b>63,617,969</b>



# Detailed Statement of Revenues and Surplus

## Highway Beautification Fund (130)

This fund accounts for receipts (\$5.00 per vehicle) collected for each certificate of registration. These monies are expended primarily for the beautification of highways under the jurisdiction of the City and the disposition of abandoned vehicles.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Hwy Beautification Fees	\$ 2,123,214	\$ 3,002,700	\$ 3,002,700
<b>Total — Charges for Services</b>	<b>2,123,214</b>	<b>3,002,700</b>	<b>3,002,700</b>
<b>Unreserved Fund Balance</b>	<b>471,480</b>	<b>71,058</b>	<b>50,420</b>
<b>Interfund Transfer</b>	<b>0</b>	<b>(164,300)</b>	<b>(145,400)</b>
<b>Total — Highway Beautification Fund</b>	<b>2,594,694</b>	<b>2,909,458</b>	<b>2,907,720</b>

## Detailed Statement of Revenues and Surplus

### Bikeway Fund (140)

This fund accounts for receipts from the bicycle registration fee of \$15.00 which is earmarked for operating costs and acquisition, design, construction, improvement, repair and maintenance costs related to bike-ways, including the installation and repair of storm drains and bridges.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Bicycle Licenses	\$ 350,042	\$ 366,300	\$ 366,300
<b>Total — Licenses and Permits</b>	<b>350,042</b>	<b>366,300</b>	<b>366,300</b>
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	\$ 90,020	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>90,020</b>	<b>0</b>	<b>0</b>
<b>Non-Revenue Receipts</b>			
Trfr-Capital Projects Fd	\$ 180,127	\$ 0	\$ 0
<b>Total — Non-Revenue Receipts</b>	<b>180,127</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>890,716</b>	<b>567,820</b>	<b>177,000</b>
<b>Interfund Transfer</b>	<b>(14,900)</b>	<b>(15,700)</b>	<b>(20,000)</b>
<b>Total — Bikeway Fund</b>	<b>1,496,005</b>	<b>918,420</b>	<b>523,300</b>

# Detailed Statement of Revenues and Surplus

## Parks and Playgrounds Fund (150)

This fund accounts for all monies received in lieu of providing land in perpetuity or dedicating land, together with facilities for park and playground purposes. These monies must be expended for the purchase of land for parks and playgrounds, purchase of park and playground equipment, and/or other improvement of existing parks and playgrounds.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Subdividers-Park/Playgrnd	\$ 280,782	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>280,782</b>	<b>0</b>	<b>0</b>
<b>Non-Revenue Receipts</b>			
Trfr-Capital Projects Fd	\$ 1,075,824	\$ 0	\$ 0
<b>Total — Non-Revenue Receipts</b>	<b>1,075,824</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>4,887,976</b>	<b>5,579,582</b>	<b>2,079,600</b>
<b>Total — Parks and Playgrounds Fund</b>	<b>6,244,582</b>	<b>5,579,582</b>	<b>2,079,600</b>

## Detailed Statement of Revenues and Surplus

### Federal Revenue Sharing Fund (160)

This fund accounts for all monies received from the Federal Government under the State and Local Fiscal Assistance Act of 1972 and expended for the purposes authorized by the provisions of the Act. The expiration date for revenue sharing entitlement payments was September 30, 1986. Prior years' lapses account for the amount available in fiscal year.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
Unreserved Fund Balance	47,189	47,189	47,189
Total — Federal Revenue Sharing Fund	47,189	47,189	47,189

# Detailed Statement of Revenues and Surplus

## Sewer Fund (170)

This fund accounts for all monies received pursuant to the provisions of the Federal Water Pollution Control Act amendments of 1972 and the Hawaii Revised Statutes and expended for the purposes authorized.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Witness Fees	\$ 33	\$ 0	\$ 0
Duplicate Copy-Any Record	9	0	0
Sewer Connections	2,000	2,500	2,500
Sewer Lateral Instal	17,580	25,000	25,000
Sewer Service Charges	112,244,460	112,034,000	113,000,000
Other - Sewer Charges	2,753	0	0
Wstwr Sys Facil Chgs	3,811,825	6,070,000	6,260,000
<b>Total — Charges for Services</b>	<b>116,078,660</b>	<b>118,131,500</b>	<b>119,287,500</b>
<b>Fines and Forfeits</b>			
Fines-Indust WW Discharge	\$ 2,000	\$ 0	\$ 0
<b>Total — Fines and Forfeits</b>	<b>2,000</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 2,586,027	\$ 4,100,000	\$ 5,300,000
Equipment	26,300	0	0
Recov-Overtime Inspection	26,927	30,000	30,000
Sund Refunds-Prior Expend	5,871	0	0
Vacation Accum Deposits	37,050	0	0
<b>Total — Miscellaneous Revenues</b>	<b>2,682,175</b>	<b>4,130,000</b>	<b>5,330,000</b>
<b>Unreserved Fund Balance</b>	<b>65,109,702</b>	<b>55,863,984</b>	<b>24,958,000</b>
<b>Interfund Transfer</b>	<b>(70,773,339)</b>	<b>38,034,209</b>	<b>(16,314,250)</b>
<b>Total — Sewer Fund</b>	<b>113,099,198</b>	<b>216,159,693</b>	<b>133,261,250</b>

# Detailed Statement of Revenues and Surplus

## Bus Transportation Fund (180)

This fund was created for the management, operation, and maintenance of the bus transportation system. All revenues generated or received for these purposes, including City appropriations, are deposited in this fund and expended for such purposes.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Witness Fees	\$ 39	\$ 0	\$ 0
Spc Handicap Transp Fares	1,479,733	1,394,437	1,500,000
<b>Total — Charges for Services</b>	<b>1,479,772</b>	<b>1,394,437</b>	<b>1,500,000</b>
<b>Miscellaneous Revenues</b>			
Other Sources	\$ 32,723	\$ 0	\$ 0
Rental Units (City Prop)	10,560	10,560	10,560
Vending Machines	0	7,000	7,000
Other - Sale of Fixed Asset	2,900	0	0
Sund Refunds-Prior Expend	446,519	0	0
Sale Of Scrap Materials	100	0	0
<b>Total — Miscellaneous Revenues</b>	<b>492,802</b>	<b>17,560</b>	<b>17,560</b>
<b>Utilities or Other Enterprises</b>			
Bus Fare	\$ 31,426,667	\$ 32,590,973	\$ 39,283,334
Recovery Of Damages	118,713	100,000	100,000
Bus Advertising	120,971	130,000	135,000
OTS-Employee Parking Chge	136,316	132,000	132,000
Bus Royalty Income	3,461	2,500	2,500
Collectable Bus Pass Sale	20	300	300
Other - Bus Transportation	3,141	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>31,809,289</b>	<b>32,955,773</b>	<b>39,653,134</b>
<b>Non-Revenue Receipts</b>			
Bus Subsidy-General Fund	\$ 40,640,450	\$ 45,919,138	\$ 31,570,736
Bus Subsidy-Highway Fund	35,131,356	28,151,998	45,760,814
<b>Total — Non-Revenue Receipts</b>	<b>75,771,806</b>	<b>74,071,136</b>	<b>77,331,550</b>
<b>Unreserved Fund Balance</b>	<b>5,252,312</b>	<b>(165,193)</b>	<b>0</b>
<b>Total — Bus Transportation Fund</b>	<b>114,805,981</b>	<b>108,273,713</b>	<b>118,502,244</b>

# Detailed Statement of Revenues and Surplus

## Liquor Commission Fund (190)

This fund accounts for all monies collected by as well as received on behalf of the Liquor Commission and used for the operational and administrative costs of the Liquor Commission.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Personal Shipment Permit	\$ 2,240	\$ 300	\$ 300
Basic Liquor License (New License)	78,630	92,000	100,000
Liquor Application Filing Fee	3,600	5,000	5,000
Additional Liquor License (Gross Sale)	855,203	926,000	900,000
Renewal Liquor License	1,564,440	1,555,300	1,750,000
<b>Total — Licenses and Permits</b>	<b>2,504,113</b>	<b>2,578,600</b>	<b>2,755,300</b>
<b>Charges for Services</b>			
Witness Fees	\$ 29	\$ 25	\$ 25
Liquor Licensee Change Name	3,100	3,500	3,500
Charge For Photo ID	127,100	120,000	120,000
Charges For Publications	2,287	2,000	2,000
Duplicate Copy-Any Record	1,220	2,000	2,000
<b>Total — Charges for Services</b>	<b>133,736</b>	<b>127,525</b>	<b>127,525</b>
<b>Fines and Forfeits</b>			
Fines-Liquor Commission	\$ 340,970	\$ 200,000	\$ 200,000
<b>Total — Fines and Forfeits</b>	<b>340,970</b>	<b>200,000</b>	<b>200,000</b>
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	\$ 2,046	\$ 0	\$ 0
Vacation Accum Deposits	19,448	0	0
<b>Total — Miscellaneous Revenues</b>	<b>21,494</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>1,083,582</b>	<b>1,165,704</b>	<b>682,133</b>
<b>Interfund Transfer</b>	<b>(267,500)</b>	<b>(280,500)</b>	<b>(174,500)</b>
<b>Total — Liquor Commission Fund</b>	<b>3,816,395</b>	<b>3,791,329</b>	<b>3,590,458</b>

## Detailed Statement of Revenues and Surplus

### Rental Assistance Fund (203)

This fund accounts for all net receipts from the Hale Pauahi parking structure which are expended for monthly rental assistance payments to landlords on behalf of an eligible applicant.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Parking Stalls	\$ 189,054	\$ 0	\$ 0
Other City Facilities	0	233,000	233,000
<b>Total — Miscellaneous Revenues</b>	<b>189,054</b>	<b>233,000</b>	<b>233,000</b>
<b>Unreserved Fund Balance</b>	<b>1,036,790</b>	<b>1,033,408</b>	<b>1,021,700</b>
<b>Interfund Transfer</b>	<b>(11,700)</b>	<b>(11,700)</b>	<b>(11,700)</b>
<b>Total — Rental Assistance Fund</b>	<b>1,214,144</b>	<b>1,254,708</b>	<b>1,243,000</b>



# Detailed Statement of Revenues and Surplus

## Zoo Animal Purchase Fund (207)

This fund accounts for the proceeds from the sale of surplus animals from the Honolulu Zoo and all donations made specifically for the purchase of animals. Funds in this account shall be expended for the acquisition on zoo animals to include shipping, insurance, travel, and other related costs.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Sale Of Animals	\$ 1,406	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>1,406</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>41,417</b>	<b>41,293</b>	<b>31,293</b>
<b>Total — Zoo Animal Purchase Fund</b>	<b>42,823</b>	<b>41,293</b>	<b>31,293</b>

# Detailed Statement of Revenues and Surplus

## Hanauma Bay Nature Preserve Fund (230)

This fund accounts for receipts from the entrance and vehicle admission fees to Hanauma Bay Nature Preserve and is earmarked primarily for the operation, maintenance, and improvement of the Nature Preserve.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Hanauma Bay Parking	\$ 224,788	\$ 160,000	\$ 160,000
Hanauma Bay-Admission	2,213,703	3,300,000	3,300,000
<b>Total — Charges for Services</b>	<b>2,438,491</b>	<b>3,460,000</b>	<b>3,460,000</b>
<b>Miscellaneous Revenues</b>			
Hanauma Beach Park Conces	\$ 0	\$ 261,000	\$ 0
Hanauma Shuttle Bus Svc	11,731	37,200	0
Hanauma Snorkling Rental	755,639	658,000	0
Hanauma Gift Shop Concessiom	0	21,000	0
Vacation Accum Deposits	1,600	0	0
<b>Total — Miscellaneous Revenues</b>	<b>768,970</b>	<b>977,200</b>	<b>0</b>
<b>Non-Revenue Receipts</b>			
Transfer Fr General Fd	\$ 0	\$ 500,000	\$ 500,000
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>500,000</b>	<b>500,000</b>
<b>Unreserved Fund Balance</b>	<b>1,009,078</b>	<b>531,126</b>	<b>1,449,000</b>
<b>Interfund Transfer</b>	<b>(1,420,755)</b>	<b>(1,696,416)</b>	<b>(1,818,294)</b>
<b>Total — Hanauma Bay Nature Preserve Fund</b>	<b>2,795,784</b>	<b>3,771,910</b>	<b>3,590,706</b>

# Detailed Statement of Revenues and Surplus

## Special Reserve Fund (240)

This fund accounts for all monies determined by the Director of Budget and Fiscal Services to be in excess of expenditures at the end of each fiscal year. All monies deposited into this fund shall be used solely for (1) natural disaster relief, (2) unanticipated obligations to third parties, and/or (3) significant events endangering the health, welfare or safety of the residents of the island of Oahu.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Sale of Property	\$ 0	\$ 0	\$ 30,000,000
<b>Total — Miscellaneous Revenues</b>	<b>0</b>	<b>0</b>	<b>30,000,000</b>
<b>Unreserved Fund Balance</b>	<b>5,033,600</b>	<b>5,033,600</b>	<b>5,033,600</b>
<b>Total — Special Reserve Fund</b>	<b>5,033,600</b>	<b>5,033,600</b>	<b>35,033,600</b>

# Detailed Statement of Revenues and Surplus

## Solid Waste Special Fund (250)

This fund accounts for all revenues derived from the operation of the City's Refuse Division, solid waste disposal programs, glass recycling program, and other recycling programs. All monies placed in this fund are maintained in separate accounts identified with, and expended for, the intended purpose.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Refuse Collector-Decal	\$ 1,304	\$ 600	\$ 800
<b>Total — Licenses and Permits</b>	<b>1,304</b>	<b>600</b>	<b>800</b>
<b>Intergovernmental Revenue</b>			
Pymt Fr St-Glass Disp Fee	\$ 1,570,000	\$ 1,570,000	\$ 1,099,000
<b>Total — Intergovernmental Revenue</b>	<b>1,570,000</b>	<b>1,570,000</b>	<b>1,099,000</b>
<b>Charges for Services</b>			
Duplicate Copy-Any Record	\$ 419	\$ 0	\$ 0
Copy-Map, Plan, Diagram	12	0	0
Bus. Automated Refuse Pu	80	0	0
Business Premises	632,088	540,000	540,000
Disposal Charges	11,483,820	10,795,250	12,010,600
Disp Chgs Surcharge-Other	3,634,335	3,771,750	4,228,392
Disp Chgs Surcharge - C&C	1,514,140	1,719,345	1,720,423
<b>Total — Charges for Services</b>	<b>17,264,894</b>	<b>16,826,345</b>	<b>18,499,415</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 918,546	\$ 547,000	\$ 700,000
Other Sources	10,146,637	9,038,749	7,890,467
Rental For Use Of Land	10,143	0	0
Equipment	23,050	0	0
Sund Refunds-Prior Expend	56,470	0	0
Vacation Accum Deposits	14,079	0	0
Sale-Other Mtls & Suppl	16,960	0	0
Sale Of Recycled Newspaper	13	0	0
Sale-Recy White Led Paper	109	0	0
Waimanalo Gulch Rocks	6,713	12,000	12,000
<b>Total — Miscellaneous Revenues</b>	<b>11,192,720</b>	<b>9,597,749</b>	<b>8,602,467</b>
<b>Utilities or Other Enterprises</b>			
Tip Fees-Private Direct	\$ 20,830,828	\$ 21,675,000	\$ 24,300,000
Electrical Energy Revenue	29,453,499	28,000,000	27,500,000
Tip Fees-Other	13,972,911	13,586,860	13,577,872
Principal	13,779,702	14,282,108	15,003,718
S/H Disposal Chrg H-Power	6,297	0	0
Easement-AES Barbers Pt	25,739	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>78,068,976</b>	<b>77,543,968</b>	<b>80,381,590</b>

# Detailed Statement of Revenues and Surplus

## Solid Waste Special Fund (250)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
Trans To S/W Spec Fund	\$ 10,073,548	\$ 0	\$ 0
Transfer Fr General Fd	14,000,000	26,603,242	59,474,566
<b>Total — Non-Revenue Receipts</b>	<b>24,073,548</b>	<b>26,603,242</b>	<b>59,474,566</b>
<b>Unreserved Fund Balance</b>	<b>55,059,422</b>	<b>35,518,057</b>	<b>5,709,000</b>
<b>Interfund Transfer</b>	<b>(37,963,278)</b>	<b>(39,343,373)</b>	<b>(38,428,148)</b>
<b>Total — Solid Waste Special Fund (250)</b>	<b>149,267,586</b>	<b>128,316,588</b>	<b>135,338,690</b>

# Detailed Statement of Revenues and Surplus

## Community Development Fund (310)

This fund accounts for monies provided by the Federal government under the Housing and Community Development Act of 1974, as amended; the National Affordable Housing Act of 1990, as amended; monies generated as program income; and monies carried over from prior years. Funds are expended to carry out the objectives of the Acts. Funds under the HOME program are funded under the Federal Grants Projects Fund beginning in fiscal year 1977.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
CDBG, PL-93-383	\$ 9,072,384	\$ 12,102,000	\$ 11,856,000
CDBG-Program Income	574,325	3,711,808	2,576,000
<b>Total — Intergovernmental Revenue</b>	<b>9,646,709</b>	<b>15,813,808</b>	<b>14,432,000</b>
<b>Non-Revenue Receipts</b>			
Trans Fr Hsg & Comm Dev Rehab Fd	\$ 0	\$ 0	\$ 6,830,808
Trans Fr Pauahi Proj Expend, HI R-15 Fd	0	0	2,800,000
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>0</b>	<b>9,630,808</b>
<b>Unreserved Fund Balance</b>	<b>1,563,433</b>	<b>1,973,970</b>	<b>1,254,512</b>
<b>Interfund Transfer</b>	<b>0</b>	<b>0</b>	<b>(1,300,000)</b>
<b>Total — Community Development Fund</b>	<b>11,210,142</b>	<b>17,787,778</b>	<b>24,017,320</b>

# Detailed Statement of Revenues and Surplus

## Golf Fund (350)

This fund accounts for all receipts derived from the operation of the City's golf facilities. All funds are expended for the management, operation and maintenance of the municipal golf courses.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Golf Course Fees	6,031,292	5,885,049	5,900,567
<b>Total — Charges for Services</b>	<b>6,031,292</b>	<b>5,885,049</b>	<b>5,900,567</b>
<b>Miscellaneous Revenues</b>			
Golf Course Cart Rentals	3,053,225	2,805,421	2,827,562
Golf Course-Pro Shops	5,450	8,200	8,700
Golf Course Food Concession	139,705	114,794	113,088
Golf Course Driving Range	370,453	360,000	360,000
Sund Refunds-Prior Expend	30,158	0	0
Sund Refunds-Curr Exp	256	0	0
<b>Total — Miscellaneous Revenues</b>	<b>3,599,247</b>	<b>3,288,415</b>	<b>3,309,350</b>
<b>Non-Revenue Receipts</b>			
Transfer Fr General Fd	\$ 5,121,406	\$ 9,041,943	\$ 9,766,668
<b>Total — Non-Revenue Receipts</b>	<b>5,121,406</b>	<b>9,041,943</b>	<b>9,766,668</b>
<b>Unreserved Fund Balance</b>	<b>5,171</b>	<b>336,307</b>	<b>0</b>
<b>Interfund Transfer</b>	<b>(6,103,676)</b>	<b>(9,201,808)</b>	<b>(8,951,773)</b>
<b>Total — Golf Fund</b>	<b>8,653,440</b>	<b>9,349,906</b>	<b>10,024,812</b>

# Detailed Statement of Revenues and Surplus

## Special Events Fund (360)

This fund accounts for all revenues derived from the operation of the City's auditorium facilities, Waikiki Shell and Honolulu Zoo. All funds are expended for the operation of the Department of Enterprise Services.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Surcharge On Tickets	90,891	85,000	0
Honolulu Zoo	1,306,752	1,262,895	1,260,200
<b>Total — Charges for Services</b>	<b>1,397,643</b>	<b>1,347,895</b>	<b>1,260,200</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 1,261	\$ 15,000	\$ 10,000
Rental For Use Of Land	19,400	20,000	18,000
Arena	569,058	747,500	747,500
Assembly Hall	50,046	65,000	80,000
Meeting Room	133,453	147,500	147,500
Exhibition Pavilion	350,895	360,000	385,000
Theater-Concert Hall	202,448	346,500	346,500
Waikiki Shell	160,258	218,000	218,000
Other Area	9,701	4,500	4,500
Riser And Chair Setup	39,462	198,000	198,000
Chair And Table Setup	87,844	0	0
Stage Setup	68,477	0	0
Moving Equipment	100	0	0
Ushering Service	183,913	220,000	220,000
Spotlight And Sound Setup	92,327	111,500	111,500
Excessive Cleanup	522	0	0
Piano	3,250	0	0
Box Office Service	244,274	360,000	360,000
Other Personal Services	69,777	75,000	78,000
Parking Stalls	0	2,500	2,500
Food Conces-Auditoriums	568,984	640,000	657,500
Parking-Auditoriums	1,085,924	1,620,400	1,620,400
Other-Auditoriums	2,165	3,500	3,500
Novelty Sales Concess-Aud	25,977	60,000	60,000
Ala Moana Conces-Waikiki	48,713	48,000	48,000
Honolulu Zoo Food Conces	75,000	120,000	120,000
Kailua Park Food Conces	13,524	13,200	13,200
Kapiolani Beach Conces	27,000	41,500	24,000
Waikiki Beach Food Conces	132,000	132,000	132,000
Sandy Beach Mob Fd Conces	6,787	7,404	7,404
Waikiki Surfbld Lockr Conc	60,727	24,000	24,000



# Detailed Statement of Revenues and Surplus

## Special Events Fund (360)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Pouring Rts-Vending Mach	183,057	120,000	120,000
Pouring Rts-Syrup Rebates	0	12,000	12,000
Pouring Rights - Others	0	40,000	40,000
Koko Head Stables Conces	28,684	24,024	24,024
Waikiki Beach Conces-Othr	333,587	282,012	444,000
Veh-Mounted Food Conces	7,200	7,200	7,200
Automatic Teller Machines	2,400	0	0
Recov Of Utility Charges	9,600	14,400	14,400
Sund Refunds-Prior Expend	10	0	0
<b>Total — Miscellaneous Revenues</b>	<b>4,897,805</b>	<b>6,100,640</b>	<b>6,298,628</b>
<b>Non-Revenue Receipts</b>			
Transfer Fr General Fd	\$ 6,881,270	\$ 8,294,988	\$ 8,294,988
<b>Total — Non-Revenue Receipts</b>	<b>6,881,270</b>	<b>8,294,988</b>	<b>8,294,988</b>
<b>Unreserved Fund Balance</b>	<b>5,781</b>	<b>483,663</b>	<b>398,372</b>
<b>Interfund Transfer</b>	<b>(3,341,776)</b>	<b>(5,847,510)</b>	<b>(5,846,055)</b>
<b>Total — Special Events Fund</b>	<b>9,840,723</b>	<b>10,379,676</b>	<b>10,406,133</b>

# Detailed Statement of Revenues and Surplus

## Farmers Home Admin Loan Fund (370)

This fund accounts for all proceeds from the issuance and sale of bonds to the Farmers Home Administration for the purpose of financing portions of the cost of such projects as approved by the Farmers Home Administration.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
Unreserved Fund Balance	46,291	46,291	46,291
Total — Farmers Home Admin Loan Fund	46,291	46,291	46,291

# Detailed Statement of Revenues and Surplus

## Special Projects Fund (380)

This fund accounts for all monies received under special contracts entered into, by and between the City and the State. Monies received from various sources for operating and capital improvement expenditures for which no financing has been provided in other funds, such as contributions from property owners exclusive of improvement district assessment collections, are also accounted for in this fund.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Workforce Investment Act	\$ 0	\$ 270,000	\$ 213,993
Healthy Hawaii Initiative Project	93,783	0	200,000
HTA-County Product Enrichment	400,000	0	0
Community Programming	87,033	43,033	55,444
Lifeguard Services At State Parks	380,848	335,849	416,992
Program On Aging-State Share	2,988,964	3,493,281	3,536,232
LEPC Emergency Planning	32,597	70,000	85,000
AFC Admin Assist's Pay	35,000	0	0
Ho'ala - JTPA	601,732	569,091	765,102
Jobs - JTPA	236,277	255,000	274,328
HI Career Crim Prosecutn	603,279	560,000	726,144
Victim/Witness Kokua Prgm	364,945	300,000	770,196
<b>Total — Intergovernmental Revenue</b>	<b>5,824,458</b>	<b>5,896,254</b>	<b>7,043,431</b>
<b>Non-Revenue Receipts</b>			
State Grants	\$ 0	\$ 2,572,000	\$ 2,600,000
Grants From Othr Agencies	0	312,500	312,500
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>2,884,500</b>	<b>2,912,500</b>
<b>Total — Special Projects Fund</b>	<b>5,824,458</b>	<b>8,780,754</b>	<b>9,955,931</b>

# Detailed Statement of Revenues and Surplus

## Federal Grants Fund (390)

This fund accounts for all monies received from the Federal government as grants for specific projects as well as supporting monies from other sources, where such monies are not accountable in any other fund. All monies placed in this fund are maintained in separate accounts identified with, and expended for, the intended purpose.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Federal Grants Fund - Operating</b>			
<b>Intergovernmental Revenue</b>			
HOME Grant	\$ 0	\$ 570,000	\$ 1,198,395
HUD-Youthbuild Program	61,683	0	236,064
Office Of Youth Services	64,000	0	50,300
Child Care Coordinator	0	0	391,708
Workforce Investment Act	7,784,978	5,615,735	6,928,428
Youth Offender Demo Pgm	43,405	0	185,250
Program On Aging	2,759,124	3,807,450	3,807,449
Supportive Housing Program	295,839	0	700,000
Shelter Plus Care Program	458,148	0	2,000,000
HOME Grant-Program Income	307,400	0	0
Assist To Firefighters Gr	51,615	0	0
Project Impact Initiative	260,199	0	0
Pearl City Community Youth	39,002	0	0
FTA-49 USC Chapter 53	20,019,325	21,300,000	21,800,000
Summer Food Service Program	254,369	225,000	300,000
Propane Powered Vehicle	10,880	0	0
Bioterrorism Preparedness	0	20,000	0
Ho'omana Youth Program	0	75,000	100,000
Gun Violence Prosecution	55,095	0	78,144
Crime Victim Assist Grant	815,822	350,440	647,196
Rural Oahu Development Program	121,754	0	433,028
Community Prosecution	50,486	0	0
Local Law Enforcement Block Grant-Year 8	417,508	0	0
Local Law Enforcement Block Grant-Year 7	241,623	200,000	268,788
DEA Marijuana Grant	303,000	0	0
PHDEP Grant	50,110	0	0
Domestic Violence/VAWA 99	86,972	0	0
HIDTA Program	2,021,645	0	0
Evening Counseling Program	57,936	0	0
Juvenile Accountability	552,693	0	592,012
Domestic Preparedness-Weapons Mass Destruction	83,660	0	0
Coastal Zone Management	228,170	215,743	228,604
21st Century Learning Center	78,505	0	78,500
Rebuild America Program	8,000	0	0
<b>Total — Intergovernmental Revenue</b>	<b>37,582,946</b>	<b>32,379,368</b>	<b>40,023,866</b>

# Detailed Statement of Revenues and Surplus

## Federal Grants Fund (390)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 18,459	\$ 0	\$ 0
Sund Refunds-Prior Expend	26,406	0	0
<b>Total — Miscellaneous Revenues</b>	<b>44,865</b>	<b>0</b>	<b>0</b>
<b>Total — Federal Grants Fund - Operating</b>	<b>37,627,811</b>	<b>32,379,368</b>	<b>40,023,866</b>
<b>Federal Grants Fund - CIP</b>			
<b>Intergovernmental Revenue</b>			
HOME Grant	\$ 95,501	\$ 7,919,300	\$ 5,912,436
CDBG-Program Income	1,619	0	0
Housing Opportunity-HOPWA	182,539	444,326	467,223
HOME Grant-Program Income	69,913	710,580	700,000
FTA-49 USC Chapter 53	820,270	0	0
FHWA Traffic Control System	0	1,760,003	0
Federal Aid Urban System	716,866	0	0
Emergency Shelter Grants Program	76,209	457,312	442,685
COPS MORE '98 Grant	67,076	0	0
<b>Total — Intergovernmental Revenue</b>	<b>2,029,993</b>	<b>11,291,521</b>	<b>7,522,344</b>
<b>Non-Revenue Receipts</b>			
Trf-Comm Development Fd	\$ 1,334,042	\$ 0	\$ 0
<b>Total — Non-Revenue Receipts</b>	<b>1,334,042</b>	<b>0</b>	<b>0</b>
<b>Total — Federal Grants Fund - CIP</b>	<b>3,364,035</b>	<b>11,291,521</b>	<b>7,522,344</b>
<b>Total — Federal Grants Fund (390)</b>	<b>40,991,846</b>	<b>43,670,889</b>	<b>47,546,210</b>

## Detailed Statement of Revenues and Surplus

### Housing & Comm Dev Rehab Fund (410)

This fund makes loan monies available-primarily to low and moderate income applicants unable to secure or qualify for funds-under the Rehabilitation Loan Program sponsored by the Federal government.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 128,883	\$ 220,000	\$ 225,000
Other Sources	25	0	0
Other - Escheats	10	0	0
<b>Total — Miscellaneous Revenues</b>	<b>128,918</b>	<b>220,000</b>	<b>225,000</b>
<b>Revolving Fund Revenues</b>			
Principal	\$ 2,256,079	\$ 2,450,000	\$ 2,600,000
Interest	80,126	140,000	145,000
Late Charge	997	1,400	1,450
<b>Total — Revolving Fund Revenues</b>	<b>2,337,202</b>	<b>2,591,400</b>	<b>2,746,450</b>
<b>Unreserved Fund Balance</b>	<b>123,000</b>	<b>0</b>	<b>6,830,808</b>
<b>Interfund Transfer</b>	<b>0</b>	<b>0</b>	<b>(6,830,808)</b>
<b>Total — Housing &amp; Comm Dev Rehab Fund</b>	<b>2,589,120</b>	<b>2,811,400</b>	<b>2,971,450</b>

# Detailed Statement of Revenues and Surplus

## Rent-To-Own Conversion Fund (420)

This fund serves as a depository from which low or zero interest loans will be made to qualified low and moderate income families and individuals to purchase homes currently owned by the City.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
Trans Fr Comm Dev Fd	0	0	1,300,000
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>0</b>	<b>1,300,000</b>
<b>Total — Rent-To-Own Conversion Fund</b>	<b>0</b>	<b>0</b>	<b>1,300,000</b>

## Detailed Statement of Revenues and Surplus

### Pauahi Project Expend, HI R-15 Fund (430)

This fund was created to facilitate financing of the Pauahi Project redevelopment plan providing for the acquisition, clearance, construction of site improvements, and sale or lease of home, apartment, and commercial sites to private parties for development in accordance with said plans.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 39,651	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>39,651</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>498,189</b>	<b>537,839</b>	<b>2,807,353</b>
<b>Interfund Transfer</b>	<b>0</b>	<b>0</b>	<b>(2,800,000)</b>
<b>Total — Pauahi Project Expend, HI R-15 Fund</b>	<b>537,840</b>	<b>537,839</b>	<b>7,353</b>



# Detailed Statement of Revenues and Surplus

## Housing & Comm Dev Sec 8 Fund (470)

This fund accounts for all monies received from the Federal government under the Housing and Community Development Act of 1974 for the purpose set forth under Title II of the Act.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Section 8 Mod Rehab (001)	39,300	64,000	65,000
Section 8 Existing Housing Voucher Program	30,154,902	34,200,000	35,800,000
Section 8 Mod Rehab (002)	58,295	100,000	110,000
<b>Total — Intergovernmental Revenue</b>	<b>30,252,497</b>	<b>34,364,000</b>	<b>35,975,000</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 147,957	\$ 0	\$ 0
Other Sources	2,073	0	0
Other - Escheats	13,631	0	0
<b>Total — Miscellaneous Revenues</b>	<b>163,661</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>38,137</b>	<b>0</b>	<b>0</b>
<b>Total — Housing &amp; Comm Dev Sec 8 Fund</b>	<b>30,454,295</b>	<b>34,364,000</b>	<b>35,975,000</b>

## Detailed Statement of Revenues and Surplus

### Leasehold Conversion Fund (490)

This fund accounts for all monies to assist lessees of land upon which are situated either residential condominium, cooperative housing, or residential planned development to purchase those lands at fair and reasonable prices.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 3,033	\$ 0	\$ 0
Recov-Leasehold Pgm	128,879	97,000	202,564
<b>Total — Miscellaneous Revenues</b>	<b>131,912</b>	<b>97,000</b>	<b>202,564</b>
<b>Unreserved Fund Balance</b>	<b>168,902</b>	<b>300,815</b>	<b>200,800</b>
<b>Total — Leasehold Conversion Fund</b>	<b>300,814</b>	<b>397,815</b>	<b>403,364</b>

# Detailed Statement of Revenues and Surplus

## General Improvement Bond Fund (610)

This fund accounts for proceeds of general obligation bonds issued to pay all or part of those appropriations for public improvements specified to be expended from this fund.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	\$ 304,957	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>304,957</b>	<b>0</b>	<b>0</b>
<b>Non-Revenue Receipts</b>			
General Obligation Bonds	\$ 50,065,583	\$ 109,109,400	\$ 56,396,000
<b>Total — Non-Revenue Receipts</b>	<b>50,065,583</b>	<b>109,109,400</b>	<b>56,396,000</b>
<b>Total — General Improvement Bond Fund</b>	<b>50,370,540</b>	<b>109,109,400</b>	<b>56,396,000</b>

## Detailed Statement of Revenues and Surplus

### Highway Improvement Bond Fund (620)

This fund accounts for proceeds of general obligation bonds issued to pay all or part of those appropriations for highway and related public improvements specified to be expended from this fund.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
General Obligation Bonds	\$ 30,000,000	\$ 59,823,000	\$ 71,368,000
<b>Total — Non-Revenue Receipts</b>	<b>30,000,000</b>	<b>59,823,000</b>	<b>71,368,000</b>
<b>Total — Highway Improvement Bond Fund</b>	<b>30,000,000</b>	<b>59,823,000</b>	<b>71,368,000</b>

# Detailed Statement of Revenues and Surplus

## Capital Projects Fund (640)

This fund accounts for monies received from sources other than the federal government, in form of grants, entitlements, shared revenues or payments in lieu of taxes, to fund capital projects, and city monies appropriated for capital projects.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
For Street Improvements	\$ 118,666	\$ 0	\$ 0
Other - Share of Construction Cost	854,894	0	0
Sund Refunds-Prior Expend	1,410	0	0
<b>Total — Miscellaneous Revenues</b>	<b>974,970</b>	<b>0</b>	<b>0</b>
<b>Non-Revenue Receipts</b>			
Trf-Bikeway Fund	\$ 638,000	\$ 0	\$ 0
Trf-Park & Playground Fd	665,000	0	0
Id B&I Rdmpn Fund	142,408	0	0
<b>Total — Non-Revenue Receipts</b>	<b>1,445,408</b>	<b>0</b>	<b>0</b>
<b>Unreserved Fund Balance</b>	<b>8,322,602</b>	<b>0</b>	<b>0</b>
<b>Total — Capital Projects Fund</b>	<b>10,742,980</b>	<b>0</b>	<b>0</b>

# Detailed Statement of Revenues and Surplus

## Housing Development Special Fund (655)

This fund accounts for the proceeds of general obligation bonds and bond anticipation notes authorized and issued for the purpose of developing housing for sale or for rental and for the proceeds from the sale or rental of housing.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Easement Grants	\$ 40,037	\$ 0	\$ 0
<b>Total — Licenses and Permits</b>	<b>40,037</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Chinatown Gateway-Parking	\$ 380,101	\$ 280,000	\$ 140,000
River-Nimitz-Parking	96,098	0	0
<b>Total — Charges for Services</b>	<b>476,199</b>	<b>280,000</b>	<b>140,000</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 344,568	\$ 245,000	\$ 133,500
Rental Units (HCD Prop)	1,748	0	0
Manoa Elderly-Res	186,310	187,395	96,744
Rental-W. Loch Village	508,568	445,905	246,081
Chinatown Gateway-Resid	829,771	766,335	432,137
Chinatown Gateway-Comm1	341,181	372,895	164,154
River-Nimitz-Resid	329,343	360,000	148,428
River-Nimitz-Comm1	15,098	18,000	4,424
Marin Tower-Commercial	127,390	171,645	57,875
Marin Tower-Residential	1,175,735	1,128,415	444,577
Developers' Premium	258,000	0	0
Recov-Embezzlement Loss	12,365	0	0
Sund Refunds-Prior Expend	245,050	0	0
Hsg Buyback-Shared Equity	395,248	0	0
<b>Total — Miscellaneous Revenues</b>	<b>4,770,375</b>	<b>3,695,590</b>	<b>1,727,920</b>
<b>Utilities or Other Enterprises</b>			
Misc Land Sale-Enterprise	\$ 289,031	\$ 0	\$ 0
Ewa Village Proj-Lot C	0	0	600,000
Area F Renton Village	355,610	120,000	0
Area D - Multi-Family	1,989,501	0	0
Area H Parcel	3,443,159	0	0
Area A Green View Villas	0	0	6,156,000
Sale-West Loch Inc	5,935	0	0
Area A-Green View Villas I	0	5,472,000	0
Area B	0	2,000,000	400,000
Area C Tenny Village	369,772	720,000	0
Interest-Late Charges	64	0	0
Purch Money Mrkt Mortgage	1,602,938	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>8,056,010</b>	<b>8,312,000</b>	<b>7,156,000</b>
<b>Unreserved Fund Balance</b>	<b>21,417,014</b>	<b>24,683,860</b>	<b>23,952,000</b>

# Detailed Statement of Revenues and Surplus

## Housing Development Special Fund (655)

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
Interfund Transfer	(9,818,713)	(12,815,789)	(9,688,625)
<b>Total — Housing Development Special Fund</b>	<b>24,940,922</b>	<b>24,155,661</b>	<b>23,287,295</b>

Housing Development Special Fund

## Detailed Statement of Revenues and Surplus

### Sewer Revenue Bond (670)

This fund accounts for proceeds of revenue bonds issued to pay all or part of those appropriations for improvements, repairs, and maintenance of the wastewater system.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
Sale Of Sewer Rev Bonds	\$ 195,082,806	\$ 63,254,000	\$ 110,415,000
State Revolving Fund	480,454	0	0
<b>Total — Non-Revenue Receipts</b>	<b>195,563,260</b>	<b>63,254,000</b>	<b>110,415,000</b>
<b>Total — Sewer Revenue Bond</b>	<b>195,563,260</b>	<b>63,254,000</b>	<b>110,415,000</b>



# Detailed Statement of Revenues and Surplus

## Sld Wst Improvement Bond Fund (680)

This fund accounts for proceeds of general obligation bonds issued to pay all or part of those appropriations for solid waste disposal and related public improvements specified to be expended from this fund.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
General Obligation Bonds	\$ 0	\$ 4,642,000	\$ 9,361,000
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>4,642,000</b>	<b>9,361,000</b>
<b>Total — Sld Wst Improvement Bond Fund</b>	<b>0</b>	<b>4,642,000</b>	<b>9,361,000</b>

## Detailed Statement of Revenues and Surplus

### Municipal Stores Rvlvg Fund (890)

This revolving fund is used to finance the Municipal Stores through bulk purchases and resale of regularly used standard printed forms and various publications dealing with city matters.

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Revolving Fund Revenues</b>			
Munic Stores Recoveries	\$ 1,139	\$ 0	\$ 0
Publications	44,246	30,000	35,000
<b>Total — Revolving Fund Revenues</b>	<b>45,385</b>	<b>30,000</b>	<b>35,000</b>
<b>Unreserved Fund Balance</b>	<b>240,636</b>	<b>139,598</b>	<b>139,598</b>
<b>Total — Municipal Stores Rvlvg Fund</b>	<b>286,021</b>	<b>169,598</b>	<b>174,598</b>

# Departmental Revenue Summary

Department of Budget and Fiscal Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Taxes</b>			
Real Property Taxes - Current Year	\$ 384,432,234	\$ 427,164,000	\$ 496,500,000
Real Property Taxes - Prior Year	1,440,012	2,974,000	0
Real Property Taxes - Omitted Properties	0	0	2,000,000
Public Service Company Tax	25,170,871	24,500,000	24,500,000
Hawaiian Electric Company	21,321,671	24,200,000	23,600,000
GASCO Inc	1,330,641	1,497,900	1,497,900
Fuel Tax - Current Year	47,155,526	48,120,000	48,120,000
<b>Total — Taxes</b>	<b>480,850,955</b>	<b>528,455,900</b>	<b>596,217,900</b>

<b>Licenses and Permits</b>			
Personal Shipment Permit	\$ 2,240	\$ 300	\$ 300
Basic Liquor License (New License)	78,630	92,000	100,000
Liquor Application Filing Fee	3,600	5,000	5,000
Additional Liquor License (Gross Sale)	855,203	926,000	900,000
Renewal Liquor License	1,564,440	1,555,300	1,750,000
Easement Grants	102,763	125,700	128,120
Telephone Enclosures	2,269	35,000	35,000
<b>Total — Licenses and Permits</b>	<b>2,609,145</b>	<b>2,739,300</b>	<b>2,918,420</b>

<b>Intergovernmental Revenue</b>			
HOME Grant	\$ 0	\$ 8,489,300	\$ 7,110,831
CDBG, PL-93-383	574,591	12,102,000	11,856,000
Workforce Investment Act	254,656	0	0
Section 8 Existing Housing Voucher Program	140,886	0	0
CDBG-Program Income	2,736	3,711,808	2,576,000
Housing Opportunity-HOPWA	0	444,326	467,223
HOME Grant-Program Income	0	710,580	700,000
FHWA Traffic Control System	0	1,760,003	0
Emergency Shelter Grants Program	0	457,312	442,685
Transient Accomdn Tax	32,603,169	34,700,000	36,800,000
Fish And Wildlife Svcs	2,608	17,261	17,300
<b>Total — Intergovernmental Revenue</b>	<b>33,578,646</b>	<b>62,392,590</b>	<b>59,970,039</b>

<b>Charges for Services</b>			
Duplication-Master Tapes	\$ 24,250	\$ 10,000	\$ 10,000
Svc Fee-Dishonored Checks	200	5,500	5,500
Witness Fees	16	25	25
Liquor Licensee Change Name	3,100	3,500	3,500
Charge For Photo ID	127,100	120,000	120,000
Adm Fee-Multi-Family Housing Program	0	64,468	63,681

# Departmental Revenue Summary

## Department of Budget and Fiscal Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Real Property Tax Appeal Fee	3,550	0	0
Charges For Publications	2,287	2,000	2,000
Duplicate Copy-Any Record	47,711	7,850	7,850
Copy-Map, Plan, Diagram	10,614	4,000	4,000
Certificate-Correctness of Information	74	50	50
Survey	2,000	0	0
Property Tax Record Search	978	1,700	1,700
Other - Misc Services	480	0	0
Disposal Charges	1,357	0	0
<b>Total — Charges for Services</b>	<b>223,717</b>	<b>219,093</b>	<b>218,306</b>
<b>Fines and Forfeits</b>			
Fines-Liquor Commission	340,970	200,000	200,000
<b>Total — Fines and Forfeits</b>	<b>340,970</b>	<b>200,000</b>	<b>200,000</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 6,592,350	\$ 3,492,000	\$ 8,433,500
Other Sources	10,146,637	9,038,749	7,890,467
Rental Units (City Prop)	79,423	54,126	54,126
Rental For Use Of Land	113,345	129,322	111,020
Harbor Crt-Lease Rent	0	1,000,000	500,000
Public Pay Phone Conces	7,275	100,000	100,000
Vending Machines	188	0	0
Pub Pay Phone-Lng Distnce	4,796	20,000	20,000
Automatic Teller Machines	2,400	0	0
Land	51,400	774,510	75,000
Buildings & Improvements	10,000	0	0
Equipment	285,446	80,000	80,000
Sale Of Block J	0	9,700,000	0
Sale of Property	0	0	64,000,000
Subdividers-Park/Playgrnd	280,782	0	0
Recov-Court Ordered Restitution	3,895	0	0
Recov-Real Prop Tax Svc	0	120,000	12,000
Recov-Debt Svc WF/Refuse	5,079,533	6,108,578	6,064,228
Recov Debt SV-SWDF Sp Fd	25,173,185	25,135,695	25,098,820
Recov Debt Svc-Hsg Sp Fd	9,818,773	12,815,789	9,688,625
Recov Debt Svc-Swr Fund	11,140,313	10,553,547	10,024,750
Other Sundry Realization	32,914	0	0
Sund Refunds-Prior Expend	245,589	25,500,000	0
Vacation Accum Deposits	36,219	0	0
Sale-Other Mtls & Suppl	1,008	300	300
<b>Total — Miscellaneous Revenues</b>	<b>69,105,471</b>	<b>104,622,616</b>	<b>132,152,836</b>

# Departmental Revenue Summary

Department of Budget and Fiscal Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Revolving Fund Revenues</b>			
Publications	\$ 0	\$ 30,000	\$ 35,000
<b>Total — Revolving Fund Revenues</b>	<b>0</b>	<b>30,000</b>	<b>35,000</b>
<b>Utilities or Other Enterprises</b>			
Misc Land Sale-Enterprise	\$ 289,031	\$ 0	\$ 0
Tip Fees-Private Direct	1,870	0	0
Principal	13,779,702	14,282,108	15,003,718
<b>Total — Utilities or Other Enterprises</b>	<b>14,070,603</b>	<b>14,282,108</b>	<b>15,003,718</b>
<b>Non-Revenue Receipts</b>			
Recov Swr Fd(WWM Radio)	\$ 35,000	\$ 35,000	\$ 0
Recov-Debt Svc Golf Fd	5,330,676	8,286,308	8,048,173
Recov D/S-Spec Events Fd	2,702,139	5,089,510	5,072,055
Recov D/S-Hanauma Bay Fd	1,420,755	1,505,016	1,602,495
Recov Debt Svc-Hwy Fund	14,866,984	25,438,802	27,401,877
Recov Case-Spec Events Fd	639,637	758,000	774,000
Recov Case-Hanauma Bay Fd	0	191,400	215,800
Recov Case - Hwy Beaut Fd	0	164,300	145,400
Recov Case - Sw Sp Fd	7,447,000	7,835,600	7,001,600
Recov Case-Golf Fund	773,000	915,500	903,600
Recov Case-Hwy Fund	5,672,794	5,663,100	6,838,900
Recov Case-Sewer Fund	5,735,000	5,570,000	5,747,000
Recov Case-Liquor Comm Fd	167,500	180,500	174,500
Recov Case - Bikeway Fd	14,900	15,700	20,000
Recovery Case-BWS	3,274,329	5,100,000	4,000,000
Recov Case-Rental Asst Fd	11,700	11,700	11,700
Trans To S/W Spec Fund	10,073,548	0	0
Transfer Fr General Fd	26,002,676	44,440,173	78,036,222
Bus Subsidy-General Fund	40,640,450	45,919,138	31,570,736
Bus Subsidy-Highway Fund	35,131,356	28,151,998	45,760,814
Trfr-Capital Projects Fd	1,255,951	0	0
Trf-Bikeway Fund	638,000	0	0
Trf-Park & Playground Fd	665,000	0	0
Trans Fr Ref Gnl Ac-Rent	263,500	263,500	263,500
Trf-Comm Development Fd	1,334,042	0	0
Id B&I Rdmpn Fund	142,408	0	0
Trf-Liq Comm Fund	100,000	100,000	100,000

# Departmental Revenue Summary

## Department of Budget and Fiscal Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Non-Revenue Receipts</b>			
Trf-Sewer Fund For Rent	472,500	472,500	472,500
Trans Muni Store Rev Fd	135,000	0	0
Trans Fr Sewer To Gen Fd	53,390,526	35,000	35,000
Trans Fr Comm Dev Fd	0	0	1,300,000
Trans Fr Hsg & Comm Dev Rehab Fd	0	0	6,830,808
Trans Fr Pauahi Proj Expend, HI R-15 Fd	0	0	2,800,000
General Obligation Bonds	80,065,583	173,574,400	137,125,000
Sale Of Sewer Rev Bonds	195,082,806	63,254,000	110,415,000
Real Prop Tax Trust Rcpts	0	45,000	45,000
<b>Total — Non-Revenue Receipts</b>	<b>493,484,760</b>	<b>423,016,145</b>	<b>482,711,680</b>
<b>Total — Department of Budget and Fiscal Services</b>	<b>1,094,264,267</b>	<b>1,135,957,752</b>	<b>1,289,427,899</b>

# Departmental Revenue Summary

## Department of Community Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Section 8 Mod Rehab (001)	39,300	64,000	65,000
HOME Grant	91,041	0	0
HUD-Youthbuild Program	61,683	0	236,064
CDBG, PL-93-383	6,154,405	0	0
Child Care Coordinator	0	0	391,708
Workforce Investment Act	7,464,587	5,885,735	7,142,421
Section 8 Existing Housing Voucher Program	29,937,456	34,200,000	35,800,000
CDBG-Program Income	555,481	0	0
Housing Opportunity-HOPWA	182,539	0	0
Youth Offender Demo Pgm	43,405	0	185,250
Section 8 Mod Rehab (002)	58,295	100,000	110,000
Program On Aging	2,759,124	3,807,450	3,807,449
Supportive Housing Program	295,839	0	700,000
Shelter Plus Care Program	458,148	0	2,000,000
HOME Grant-Program Income	367,400	0	0
Pearl City Community Youth	39,002	0	0
Emergency Shelter Grants Program	76,209	0	0
Rural Oahu Development Program	121,754	0	433,028
Juvenile Accountability	552,693	0	592,012
Program On Aging-State Share	2,988,964	3,493,281	3,536,232
Ho'ala - JTPA	601,732	569,091	765,102
Jobs - JTPA	236,277	255,000	274,328
<b>Total — Intergovernmental Revenue</b>	<b>53,085,334</b>	<b>48,374,557</b>	<b>56,038,594</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 100	\$ 0	\$ 0
Adm Fee-Multi-Family Housing Program	147,270	0	0
Chinatown Gateway-Parking	380,101	0	0
River-Nimitz-Parking	96,785	0	0
<b>Total — Charges for Services</b>	<b>624,256</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 664,092	\$ 220,000	\$ 225,000
Other Sources	2,528	0	0
Rental Units (City Prop)	121,165	132,180	132,180
Rental Units (HCD Prop)	207,361	0	0
Manoa Elderly-Res	186,310	0	0
Rental-W. Loch Village	508,568	0	0
Rental For Use Of Land	18,913	0	0
Harbor Crt-Lease Rent	1,235,660	0	0
Chinatown Comm Svc Ctr	9,809	0	0
Parking Stalls	189,054	0	0
Chinatown Gateway-Resid	829,771	0	0
Chinatown Gateway-Comm	341,181	0	0

# Departmental Revenue Summary

## Department of Community Services

Community Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
River-Nimitz-Resid	329,343	0	0
River-Nimitz-Comm	15,098	0	0
Marin Tower-Commercial	127,390	0	0
Marin Tower-Residential	1,175,735	0	0
Other City Facilities	0	233,000	233,000
Other - Escheats	13,641	0	0
Developers' Premium	258,000	0	0
Recov-Embezzlement Loss	12,365	0	0
Recov-Leasehold Pgm	128,879	97,000	202,564
Sund Refunds-Prior Expend	587,712	0	0
Sale-Repurchased Hsg Unit	807	0	0
Hsg Buyback-Shared Equity	395,248	0	0
<b>Total — Miscellaneous Revenues</b>	<b>7,358,630</b>	<b>682,180</b>	<b>792,744</b>
<b>Revolving Fund Revenues</b>			
Principal	\$ 2,256,079	\$ 2,450,000	\$ 2,600,000
Interest	80,126	140,000	145,000
Late Charge	997	1,400	1,450
<b>Total — Revolving Fund Revenues</b>	<b>2,337,202</b>	<b>2,591,400</b>	<b>2,746,450</b>
<b>Utilities or Other Enterprises</b>			
Ewa Village Proj-Lot C	\$ 0	\$ 0	\$ 600,000
Area F Renton Village	355,610	120,000	0
Area D - Multi-Family	1,989,501	0	0
Area H Parcel	3,443,159	0	0
Area A Green View Villas	0	0	6,156,000
Sale-West Loch Inc	5,935	0	0
Area A-Green View Villas I	0	5,472,000	0
Area B	0	2,000,000	400,000
Area C Tenny Village	369,772	720,000	0
Interest-Late Charges	64	0	0
Purch Money Mrkt Mortgage	1,602,938	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>7,766,979</b>	<b>8,312,000</b>	<b>7,156,000</b>
<b>Non-Revenue Receipts</b>			
State Grants	\$ 0	\$ 2,572,000	\$ 2,600,000
Grants From Othr Agencies	0	312,500	312,500
<b>Total — Non-Revenue Receipts</b>	<b>0</b>	<b>2,884,500</b>	<b>2,912,500</b>
<b>Total — Department of Community Services</b>	<b>71,172,401</b>	<b>62,844,637</b>	<b>69,646,288</b>



# Departmental Revenue Summary

## Department of the Corporation Counsel

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Legal Services (BWS)	\$ 32,500	\$ 30,000	\$ 30,000
Duplicate Copy-Any Record	243	2,050	2,100
<b>Total — Charges for Services</b>	<b>32,743</b>	<b>32,050</b>	<b>32,100</b>
<b>Miscellaneous Revenues</b>			
Recov-Overhead Charges	\$ 270,307	\$ 191,725	\$ 201,111
Recov State Fam Supp Prgm	1,227,587	890,309	986,744
Sund Refunds-Prior Expend	204,541	0	0
<b>Total — Miscellaneous Revenues</b>	<b>1,702,435</b>	<b>1,082,034</b>	<b>1,187,855</b>
<b>Total — Department of the Corporation Counsel</b>	<b>1,735,178</b>	<b>1,114,084</b>	<b>1,219,955</b>

# Departmental Revenue Summary

## Department of Customer Services

Customer Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Auctioneer & Pawn Broker	6,358	1,200	1,200
Firearms	366	340	340
Second-Hand & Junk Dealer	14,121	11,700	11,700
Used Motor Vehicle Parts Dealer	823	790	790
Wreck Salvage Rebuild Motor Vehicle	459	410	410
Peddler/Itinerant Vendor	4,294	2,700	2,700
Tear Gas/Other Noxious Substances	200	30	30
Scrap Dealers	400	300	300
Pedicab License Fees	45	0	0
Refuse Collector-License	10,958	6,000	6,000
Glass Recycler	400	0	0
Motor Vehicle Weight Tax	26,824,229	33,400,000	39,800,000
Motor Vehicle Plate Fees	609,062	597,550	597,550
Motor Vehicle Special Number Plate Fee	652,880	642,600	642,600
Motor Vehicle Tag Fees	334,120	405,800	405,800
Motor Vehicle Transfer Fee & Penalty	2,726,485	2,673,300	2,673,300
Duplicate Register/Ownership Certificate	222,970	219,100	219,100
Delinquent Motor Vehicle Weight Tax Penalty	735,540	728,260	728,260
Tax Liens	300	300	300
Correction Fees	10,750	6,000	6,000
Motor Vehicle Registration - Annual Fee	12,763,928	13,432,200	13,432,200
Reconstruction Inspection Fees	0	24,890	24,890
Other Vehicle Weight Tax	1,129,267	894,300	1,012,410
Delinquent Other Vehicle Weight Tax Penalty	33,020	32,800	32,800
Bicycle Licenses	350,042	366,300	366,300
Passenger & Freight Vehicle License	109,876	65,950	65,950
Nonresident Vehicle Permit	22,635	22,300	22,300
Motor Vehicle Drivers License	1,758,342	3,908,260	4,089,120
Dog Licenses	250,319	255,510	255,510
Dog Tag Fees	9,168	9,040	9,040
Newsstands	22,794	20,410	20,410
Taxi Stand Permit Fee	9,710	9,080	9,080
Taxi Stand Decals	98	90	90
Dispensing Rack	106,340	74,950	74,950
Freight Curb Load Zone-Permit	183,111	205,850	205,850
Freight Curb Load Zone-Decals	8,539	8,520	8,520
Pass Loading Zone-Permit	11,362	11,520	11,520
Pass Loading Zone-Decals	478	480	480
Fire Code Permit & License	3,025	0	0
<b>Total — Licenses and Permits</b>	<b>48,926,814</b>	<b>58,038,830</b>	<b>64,737,800</b>

# Departmental Revenue Summary

## Department of Customer Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Community Programming	\$ 43,033	\$ 43,033	\$ 55,444
<b>Total — Intergovernmental Revenue</b>	<b>43,033</b>	<b>43,033</b>	<b>55,444</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 17,076	\$ 22,800	\$ 22,800
Witness Fees	62	0	0
Duplicate Copy-Any Record	2,640	2,550	2,500
Spay-Neuter Service	240,078	553,250	553,250
Taxi/Pedicab Drivers Cert	42,525	41,300	41,300
Hwy Beautification Fees	2,123,214	3,002,700	3,002,700
<b>Total — Charges for Services</b>	<b>2,425,595</b>	<b>3,622,600</b>	<b>3,622,550</b>
<b>Fines and Forfeits</b>			
Fines-Overdue Books	\$ 440	\$ 300	\$ 200
Liquidated Contr Damages	516	0	0
<b>Total — Fines and Forfeits</b>	<b>956</b>	<b>300</b>	<b>200</b>
<b>Miscellaneous Revenues</b>			
Rental For Use Of Land	200	0	0
Recov Of Utility Charges	12,605	14,480	14,480
Recov State-Motor Vehicle	620,590	724,210	724,210
Recov-State-Comm'l Drv Lic	326,759	341,990	341,990
Reimb State-Mv Insp Prgm	340,405	506,910	506,910
Reimb From Org. Plates	0	9,330	9,330
Sund Refunds-Prior Expend	2,918	0	0
Vacation Accum Deposits	15,235	0	0
Auction Sale-Impound Veh	117,790	106,010	106,010
Sale-Other Mtls & Suppl	1,280	1,280	1,280
<b>Total — Miscellaneous Revenues</b>	<b>1,437,782</b>	<b>1,704,210</b>	<b>1,704,210</b>
<b>Revolving Fund Revenues</b>			
Munic Stores Recoveries	\$ 1,139	\$ 0	\$ 0
Publications	44,246	0	0
<b>Total — Revolving Fund Revenues</b>	<b>45,385</b>	<b>0</b>	<b>0</b>
<b>Total — Department of Customer Services</b>	<b>52,879,565</b>	<b>63,408,973</b>	<b>70,120,204</b>

# Departmental Revenue Summary

## Department of Design and Construction

Design and Construction

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
HOME Grant	\$ 4,460	\$ 0	\$ 0
CDBG, PL-93-383	1,343,388	0	0
CDBG-Program Income	17,727	0	0
HOME Grant-Program Income	9,913	0	0
Federal Aid Urban System	716,866	0	0
Rebuild America Program	8,000	0	0
<b>Total — Intergovernmental Revenue</b>	<b>2,100,354</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Witness Fees	\$ 57	\$ 0	\$ 0
Duplicate Copy-Any Record	53	0	0
<b>Total — Charges for Services</b>	<b>110</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Other Sources	\$ 8,848	\$ 0	\$ 0
For Street Improvements	118,666	0	0
Other - Share of Construction Cost	855,484	0	0
Recov-Overtime Inspection	69	0	0
Sund Refunds-Prior Expend	3,995,657	0	0
Sund Refunds-Curr Exp	94	0	0
Vacation Accum Deposits	4,525	0	0
<b>Total — Miscellaneous Revenues</b>	<b>4,983,343</b>	<b>0</b>	<b>0</b>
<b>Total — Department of Design and Construction</b>	<b>7,083,807</b>	<b>0</b>	<b>0</b>

# Departmental Revenue Summary

## Department of Emergency Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Lifeguard Services At State Parks	380,848	335,849	416,992
<b>Total — Intergovernmental Revenue</b>	<b>380,848</b>	<b>335,849</b>	<b>416,992</b>
<b>Charges for Services</b>			
Abstract Of Information	\$ 1,498	\$ 2,188	\$ 2,200
<b>Total — Charges for Services</b>	<b>1,498</b>	<b>2,188</b>	<b>2,200</b>
<b>Miscellaneous Revenues</b>			
Recov State-Emerg Amb Svc	\$ 19,360,615	\$ 19,201,112	\$ 19,559,884
Sund Refunds-Prior Expend	2,488	0	0
Sund Refunds-Curr Exp	46,984	0	0
Vacation Accum Deposits	0	10,000	10,000
<b>Total — Miscellaneous Revenues</b>	<b>19,410,087</b>	<b>19,211,112</b>	<b>19,569,884</b>
<b>Total — Department of Emergency Services</b>	<b>19,792,433</b>	<b>19,549,149</b>	<b>19,989,076</b>

# Departmental Revenue Summary

## Department of Enterprise Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Surcharge On Tickets	90,891	85,000	0
Golf Course Fees	6,031,292	5,885,049	5,900,567
Honolulu Zoo	1,306,752	1,262,895	1,260,200
<b>Total — Charges for Services</b>	<b>7,428,935</b>	<b>7,232,944</b>	<b>7,160,767</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 1,261	\$ 15,000	\$ 10,000
Golf Course Cart Rentals	3,053,225	2,805,421	2,827,562
Rental For Use Of Land	17,800	20,000	18,000
Arena	569,058	747,500	747,500
Assembly Hall	50,046	65,000	80,000
Meeting Room	133,453	147,500	147,500
Exhibition Pavilion	350,895	360,000	385,000
Theater-Concert Hall	202,448	346,500	346,500
Waikiki Shell	160,258	218,000	218,000
Other Area	9,701	4,500	4,500
Riser And Chair Setup	39,462	198,000	198,000
Chair And Table Setup	87,844	0	0
Stage Setup	68,477	0	0
Moving Equipment	100	0	0
Ushering Service	183,913	220,000	220,000
Spotlight And Sound Setup	92,327	111,500	111,500
Excessive Cleanup	522	0	0
Piano	3,250	0	0
Box Office Service	244,274	360,000	360,000
Other Personal Services	69,777	75,000	78,000
Parking Stalls	0	2,500	2,500
Food Conces-Auditoriums	568,984	640,000	657,500
Golf Course-Pro Shops	5,450	8,200	8,700
Parking-Auditoriums	1,085,924	1,620,400	1,620,400
Other-Auditoriums	2,165	3,500	3,500
Novelty Sales Concess-Aud	25,977	60,000	60,000
Ala Moana Conces-Waikiki	48,713	48,000	48,000
Hanauma Beach Park Conces	0	261,000	261,000
Honolulu Zoo Food Conces	75,000	120,000	120,000
Kailua Park Food Conces	13,524	13,200	13,200
Kapiolani Beach Conces	27,000	41,500	24,000
Waikiki Beach Food Conces	132,000	132,000	132,000
Sandy Beach Mob Fd Conces	6,787	7,404	7,404
Waikiki Surfbld Lockr Conc	60,727	24,000	24,000
Pouring Rts-Vending Mach	183,057	120,000	120,000
Pouring Rts-Syrup Rebates	0	12,000	12,000
Pouring Rights - Others	0	40,000	40,000

# Departmental Revenue Summary

## Department of Enterprise Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Hanauma Shuttle Bus Svc	11,731	37,200	37,200
Koko Head Stables Conces	28,684	24,024	24,024
Hanauma Snorkling Rental	755,639	658,000	789,600
Waikiki Beach Conces-Othr	333,587	282,012	444,000
Hanauma Gift Shop Concessiom	0	21,000	48,000
Tennis Court Concession	0	44,550	48,600
Golf Course Food Concession	139,705	114,794	113,088
Golf Course Driving Range	370,453	360,000	360,000
Veh-Mounted Food Conces	7,200	7,200	7,200
Automatic Teller Machines	2,400	0	0
Recov Of Utility Charges	9,600	14,400	14,400
Sund Refunds-Prior Expend	30,168	0	0
Sund Refunds-Curr Exp	256	0	0
Sale Of Animals	1,406	0	0
<b>Total — Miscellaneous Revenues</b>	<b>9,264,228</b>	<b>10,410,805</b>	<b>10,792,378</b>
<b>Total — Department of Enterprise Services</b>	<b>16,693,163</b>	<b>17,643,749</b>	<b>17,953,145</b>

# Departmental Revenue Summary

## Department of Environmental Services

Environmental Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Refuse Collector-Decal	\$ 1,304	\$ 600	\$ 800
Non-Storm Water Discharge Permit	300	0	0
<b>Total — Licenses and Permits</b>	<b>1,604</b>	<b>600</b>	<b>800</b>
<b>Intergovernmental Revenue</b>			
Pyemt Fr St-Glass Disp Fee	1,570,000	1,570,000	1,099,000
<b>Total — Intergovernmental Revenue</b>	<b>1,570,000</b>	<b>1,570,000</b>	<b>1,099,000</b>
<b>Charges for Services</b>			
Witness Fees	33	0	0
Duplicate Copy-Any Record	428	0	0
Copy-Map, Plan, Diagram	12	0	0
Bus. Automated Refuse Pu	80	0	0
Sewer Connections	2,000	2,500	2,500
Sewer Lateral Instal	17,580	25,000	25,000
Sewer Service Charges	112,244,460	112,034,000	113,000,000
Other - Sewer Charges	2,753	0	0
Wstwtr Sys Facil Chgs	3,811,825	6,070,000	6,260,000
Business Premises	632,088	540,000	540,000
Disposal Charges	11,482,463	10,795,250	12,010,600
Disp Chgs Surcharge-Other	3,634,335	3,771,750	4,228,392
Disp Chgs Surcharge - C&C	1,514,140	1,719,345	1,720,423
<b>Total — Charges for Services</b>	<b>133,342,197</b>	<b>134,957,845</b>	<b>137,786,915</b>
<b>Fines and Forfeits</b>			
Fines-Indust WW Discharge	\$ 2,000	\$ 0	\$ 0
Fines-Storm Water	2,000	20,000	25,000
<b>Total — Fines and Forfeits</b>	<b>4,000</b>	<b>20,000</b>	<b>25,000</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 0	\$ 4,100,000	\$ 5,300,000
Equipment	49,350	0	0
Recov-Overtime Inspection	26,927	30,000	30,000
Sund Refunds-Prior Expend	171,919	0	0
Vacation Accum Deposits	35,403	0	0
Sale-Other Mtls & Suppl	16,960	0	0
Sale Of Recycled Newspapr	13	0	0
Sale-Recy White Led Paper	109	0	0
Waimanalo Gulch Rocks	6,713	12,000	12,000
<b>Total — Miscellaneous Revenues</b>	<b>307,394</b>	<b>4,142,000</b>	<b>5,342,000</b>



# Departmental Revenue Summary

## Department of Environmental Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Utilities or Other Enterprises</b>			
Tip Fees-Private Direct	\$ 20,828,958	\$ 21,675,000	\$ 24,300,000
Electrical Energy Revenue	29,453,499	28,000,000	27,500,000
Tip Fees-Other	13,972,911	13,586,860	13,577,872
S/H Disposal Chrg H-Power	6,297	0	0
Easement-AES Barbers Pt	25,739	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>64,287,404</b>	<b>63,261,860</b>	<b>65,377,872</b>
<b>Non-Revenue Receipts</b>			
State Revolving Fund	480,454	0	0
<b>Total — Non-Revenue Receipts</b>	<b>480,454</b>	<b>0</b>	<b>0</b>
<b>Total — Department of Environmental Services</b>	<b>199,993,053</b>	<b>203,952,305</b>	<b>209,631,587</b>

# Departmental Revenue Summary

## Department of Facility Maintenance

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Propane Powered Vehicle	10,880	0	0
<b>Total — Intergovernmental Revenue</b>	<b>10,880</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Sale Of Gasoline And Oil	\$ 110,625	\$ 147,000	\$ 141,790
GSA-Sale Of Gas & Oil	10,324	15,250	15,500
Others	2,346	0	0
Sidewalk Area Cleaning	0	500	500
Sidewalk Repair	62,097	42,000	44,500
Other - Street & Sidewalk Charges	0	500	500
City Employees	452,333	485,000	485,000
Chinatown Gateway-Parking	0	280,000	140,000
Reloc-St Light Facilities	0	100	100
Joint Pole Collections	0	100	100
Use Of Poles-TV Cables	0	200	200
Lamppost Banner Display	26,635	28,000	28,000
<b>Total — Charges for Services</b>	<b>664,360</b>	<b>998,650</b>	<b>856,190</b>
<b>Fines and Forfeits</b>			
Liquidated Contr Damages	1,875	0	0
<b>Total — Fines and Forfeits</b>	<b>1,875</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Kekaulike Dia Hd Blk Pkg	\$ 33,774	\$ 25,000	\$ 40,000
Marin Tower Pkg Garage	285,298	210,000	300,000
Harbor Court Garage	311,438	370,000	270,000
Other Sources	3	0	0
Rental-Sec 8 Hsg Assist	121,651	0	0
Manoa Elderly-Res	0	187,395	96,744
Rental-W. Loch Village	0	445,905	246,081
Perquisite Housing	22,328	22,400	22,400
Chinatown Gateway-Resid	0	766,335	432,137
Chinatown Gateway-Comm	0	372,895	164,154
River-Nimitz-Resid	0	360,000	148,428
River-Nimitz-Comm	0	18,000	4,424
Marin Tower-Commercial	0	171,645	57,875
Marin Tower-Residential	0	1,128,415	444,577
Kukui Plaza Garage	687,642	640,000	650,000
Recov-Damaged St Lights	125,639	110,000	110,000

# Departmental Revenue Summary

## Department of Facility Maintenance

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Recovery Of Traffic Signs	565	600	600
Other - Comp-Loss of Fixed Asset	2,243	1,000	1,000
Recov For Graffiti Loss	40	40	50
Recov-Overhead Charges	17,361	10,600	11,000
Recov-Off Hwy Veh Fuel Tx	65,255	60,000	60,000
Sund Refunds-Prior Expend	1,380	100	100
Sund Refunds-Curr Exp	59,814	0	0
Vacation Accum Deposits	1,448	0	0
Sale Of Scrap Materials	139	1,000	1,000
<b>Total — Miscellaneous Revenues</b>	<b>1,736,018</b>	<b>4,901,330</b>	<b>3,060,570</b>
<b>Total — Department of Facility Maintenance</b>	<b>2,413,133</b>	<b>5,899,980</b>	<b>3,916,760</b>

# Departmental Revenue Summary

## Honolulu Fire Department

Fire

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Fire Code Permit & License	\$ 284,725	\$ 259,000	\$ 259,000
<b>Total — Licenses and Permits</b>	<b>284,725</b>	<b>259,000</b>	<b>259,000</b>
<b>Intergovernmental Revenue</b>			
Administrative Fees - Section 8	\$ 0	\$ 900	\$ 927
Assist To Firefighters Gr	51,615	0	0
Domestic Preparedness-Weapons Mass Destruction	83,660	0	0
AFC Admin Assist's Pay	35,000	0	0
<b>Total — Intergovernmental Revenue</b>	<b>170,275</b>	<b>900</b>	<b>927</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 60	\$ 0	\$ 0
Duplicate Copy-Any Record	1,079	850	900
<b>Total — Charges for Services</b>	<b>1,139</b>	<b>850</b>	<b>900</b>
<b>Miscellaneous Revenues</b>			
Rental-Amb Facil-Fire Stn	\$ 63,900	\$ 63,900	\$ 63,900
Rental Of Equipment	3,600	7,000	5,000
Misc Recov,Collect,Etc	255	0	0
Reimb State-Fireboat Oper	1,659,106	2,109,079	1,422,323
Sund Refunds-Prior Expend	43,614	0	0
<b>Total — Miscellaneous Revenues</b>	<b>1,770,475</b>	<b>2,179,979</b>	<b>1,491,223</b>
<b>Total — Honolulu Fire Department</b>	<b>2,226,614</b>	<b>2,440,729</b>	<b>1,752,050</b>

# Departmental Revenue Summary

## Department of Human Resources

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Witness Fees	\$ 5	\$ 0	\$ 0
Duplicate Copy-Any Record	153	300	300
Other - Misc Services	235	0	0
<b>Total — Charges for Services</b>	<b>393</b>	<b>300</b>	<b>300</b>
<b>Miscellaneous Revenues</b>			
Recov-Workers' Comp Paymt	\$ 0	\$ 345,000	\$ 450,000
Recov Work Comp-3rd Party	63,694	90,000	75,000
Sund Refunds-Prior Expend	763	62,200	75,000
<b>Total — Miscellaneous Revenues</b>	<b>64,457</b>	<b>497,200</b>	<b>600,000</b>
<b>Total — Department of Human Resources</b>	<b>64,850</b>	<b>497,500</b>	<b>600,300</b>

# Departmental Revenue Summary

## Department of Information Technology

Information Technology

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Workforce Investment Act	\$ 65,735	\$ 0	\$ 0
Section 8 Existing Housing Voucher Program	76,560	0	0
<b>Total — Intergovernmental Revenue</b>	<b>142,295</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Duplication-Master Tapes	\$ 13,000	\$ 13,000	\$ 13,000
Data Proc Svc-State	382,023	250,000	225,000
Data Proc Svc-US Govt	9,288	9,000	8,500
Data Proc Svc-Othr County	291,575	290,000	290,000
Duplicate Copy-Any Record	10	0	0
<b>Total — Charges for Services</b>	<b>695,896</b>	<b>562,000</b>	<b>536,500</b>
<b>Miscellaneous Revenues</b>			
Vending Machines	\$ 133	\$ 0	\$ 0
Sund Refunds-Prior Expend	11,480	0	0
<b>Total — Miscellaneous Revenues</b>	<b>11,613</b>	<b>0</b>	<b>0</b>
<b>Total — Department of Information Technology</b>	<b>849,804</b>	<b>562,000</b>	<b>536,500</b>

# Departmental Revenue Summary

Office of the Mayor

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Charges for Services</b>			
Other - Misc Services	100	0	0
<b>Total — Charges for Services</b>	<b>100</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	\$ 3,693	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>3,693</b>	<b>0</b>	<b>0</b>
<b>Total — Office of the Mayor</b>	<b>3,793</b>	<b>0</b>	<b>0</b>

Mayor

# Departmental Revenue Summary

## Office of the Managing Director

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
Intergovernmental Revenue			
HTA-County Product Enrichment	\$ 400,000	\$ 0	\$ 0
Total — Intergovernmental Revenue	400,000	0	0
Total — Office of the Managing Director	400,000	0	0



# Departmental Revenue Summary

Oahu Civil Defense Agency

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Project Impact Initiative	\$ 260,199	\$ 0	\$ 0
Civil Defense PI-85-606	112,262	112,262	112,262
LEPC Emergency Planning	32,597	70,000	85,000
<b>Total — Intergovernmental Revenue</b>	<b>405,058</b>	<b>182,262</b>	<b>197,262</b>
<b>Miscellaneous Revenues</b>			
Reimb State-HPD Civil Def	\$ 21,900	\$ 29,000	\$ 29,000
<b>Total — Miscellaneous Revenues</b>	<b>21,900</b>	<b>29,000</b>	<b>29,000</b>
<b>Total — Oahu Civil Defense Agency</b>	<b>426,958</b>	<b>211,262</b>	<b>226,262</b>

# Departmental Revenue Summary

## Royal Hawaiian Band

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
Charges for Services			
Band Collection	\$ 5,400	\$ 3,900	\$ 3,900
Total — Charges for Services	5,400	3,900	3,900
Total — Royal Hawaiian Band	5,400	3,900	3,900

# Departmental Revenue Summary

Department of the Medical Examiner

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Bioterrorism Preparedness	\$ 0	\$ 20,000	\$ 0
<b>Total — Intergovernmental Revenue</b>	<b>0</b>	<b>20,000</b>	<b>0</b>
<b>Charges for Services</b>			
Medical Examiner's Report	\$ 2,021	\$ 3,000	\$ 3,000
<b>Total — Charges for Services</b>	<b>2,021</b>	<b>3,000</b>	<b>3,000</b>
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	\$ 27	\$ 0	\$ 0
<b>Total — Miscellaneous Revenues</b>	<b>27</b>	<b>0</b>	<b>0</b>
<b>Total — Department of the Medical Examiner</b>	<b>2,048</b>	<b>23,000</b>	<b>3,000</b>

# Departmental Revenue Summary

## Department of Parks and Recreation

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Office Of Youth Services	\$ 64,000	\$ 0	\$ 50,300
Summer Food Service Program	254,369	225,000	300,000
Ho'omana Youth Program	0	75,000	100,000
21st Century Learning Center	78,505	0	78,500
Healthy Hawaii Initiative Project	25,000	0	200,000
<b>Total — Intergovernmental Revenue</b>	<b>421,874</b>	<b>300,000</b>	<b>728,800</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 1,310	\$ 0	\$ 0
Witness Fees	39	0	0
Duplicate Copy-Any Record	6	0	0
Attendant Services	231,815	0	0
Kitchen & Facility Usage	5,650	0	0
Other - Misc Services	2,950	0	0
Hanauma Bay Parking	224,788	160,000	160,000
Scuba And Snorkeling	19,495	19,000	19,000
Windsurfing	4,200	4,200	4,200
Commercial Filming	17,690	6,000	6,000
Summer Fun Program	296,568	187,500	187,500
Fall And Spring Programs	24,584	25,000	25,000
Foster Botanic Garden	115,103	105,000	110,000
Hanauma Bay-Admission	2,213,703	3,300,000	3,300,000
Fees For Community Garden	50,234	35,000	50,000
<b>Total — Charges for Services</b>	<b>3,208,135</b>	<b>3,841,700</b>	<b>3,861,700</b>
<b>Fines and Forfeits</b>			
Liquidated Contr Damages	\$ 1,750	\$ 0	\$ 0
<b>Total — Fines and Forfeits</b>	<b>1,750</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Revenues</b>			
Other - Rental-Park/Recrtn Facility	\$ 660	\$ 0	\$ 0
Perquisite Housing	2,600	2,532	0
Tennis Court Concession	0	36,450	48,600
Recov-Overhead Charges	737	0	0
Sund Refunds-Prior Expend	527,601	0	0
Sund Refunds-Curr Exp	1,837	0	0
Vacation Accum Deposits	2,459	0	0
<b>Total — Miscellaneous Revenues</b>	<b>535,894</b>	<b>38,982</b>	<b>48,600</b>
<b>Total — Department of Parks and Recreation</b>	<b>4,167,653</b>	<b>4,180,682</b>	<b>4,639,100</b>

# Departmental Revenue Summary

## Department of Planning and Permitting

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Building Permits	\$ 9,150,787	\$ 11,600,000	\$ 11,500,000
Storm Drain Connection Fee	2,450	8,200	8,200
Signs	21,771	32,100	32,000
Grading Excavation & Fill	58,953	211,536	212,300
Excavation/Repair-Street & Sidewalk	28,523	85,000	85,000
<b>Total — Licenses and Permits</b>	<b>9,262,484</b>	<b>11,936,836</b>	<b>11,837,500</b>
<b>Intergovernmental Revenue</b>			
Coastal Zone Management	\$ 228,170	\$ 215,743	\$ 228,604
<b>Total — Intergovernmental Revenue</b>	<b>228,170</b>	<b>215,743</b>	<b>228,604</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 560	\$ 700	\$ 500
Subdivision Fees	71,076	150,000	150,000
Zoning Reg Applcn Fees	96,675	233,000	233,000
Nonconformance Certificate Renewal	213,230	0	350,000
Plan Review Fee	791,818	1,200,000	1,200,000
Exam Fees-Spec Inspectors	375	300	300
Reg Fees-Spec Inspectors	870	200	200
Zoning/Flood Clearance Fee	9,777	19,000	19,000
Sidewalk Specs File Fee	0	11,600	11,600
Duplicate Copy-Any Record	22,918	22,500	22,500
Other - Misc Services	45	0	0
Electrical Inspection	432	400	400
Bldg Code Variance/Appeal	1,580	1,200	1,200
<b>Total — Charges for Services</b>	<b>1,209,356</b>	<b>1,638,900</b>	<b>1,988,700</b>
<b>Fines and Forfeits</b>			
Fines-Viol Bldg Elec Etc	45,354	61,000	61,000
<b>Total — Fines and Forfeits</b>	<b>45,354</b>	<b>61,000</b>	<b>61,000</b>
<b>Miscellaneous Revenues</b>			
Developers' Premium	\$ 2,500,000	\$ 0	\$ 0
Reimb Of Admin Cost-Ewa	22,015	0	0
Sund Refunds-Prior Expend	592	150	150
Vacation Accum Deposits	14,952	15,686	0
<b>Total — Miscellaneous Revenues</b>	<b>2,537,559</b>	<b>15,836</b>	<b>150</b>
<b>Total — Department of Planning and Permitting</b>	<b>13,282,923</b>	<b>13,868,315</b>	<b>14,115,954</b>

# Departmental Revenue Summary

## Honolulu Police Department

Police

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Licenses and Permits</b>			
Firearms	\$ 1,646	\$ 1,500	\$ 1,600
Other - Protective License	200	100	100
HPD Alarm Permits	174,900	150,000	125,000
<b>Total — Licenses and Permits</b>	<b>176,746</b>	<b>151,600</b>	<b>126,700</b>
<b>Intergovernmental Revenue</b>			
US Department Of Justice Crime	\$ 45,239	\$ 0	\$ 0
Local Law Enforcement Block Grant-Year 8	417,508	0	0
DEA Marijuana Grant	303,000	0	0
PHDEP Grant	50,110	0	0
COPS MORE '98 Grant	67,076	0	0
HIDTA Program	2,021,645	0	0
Evening Counseling Program	57,936	0	0
<b>Total — Intergovernmental Revenue</b>	<b>2,962,514</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 340	\$ 100	\$ 300
Duplicate Copy-Any Record	62,695	70,000	63,000
Photo/Photo Enlargement	6,752	6,000	2,000
Certificate-Correctness of Information	6	100	100
HPD Alarm Service Charges	44,750	45,000	45,000
HPD Special Duty Fees	154,149	130,000	150,000
Care Of Federal Prisoners	1,464	0	0
Street Parking Meter	2,370,606	2,200,000	2,300,000
Frm Damaged Parking Meter	5,957	0	0
Kuhio-Kaiolu Parking Lot	182,150	185,000	195,000
Bishop-Kukui Parking#2	343,475	342,000	0
Kaimuki Parking Lot	590,094	570,000	600,000
Kailua Parking Lot	139,188	131,000	131,000
Kalakaua Parking Lot	130,317	127,000	140,000
Zoo Parking Lot	213,778	190,000	225,000
Civic Center Parking Lot	90,317	94,000	94,000
Parking Chgs - Salt Lake-	33,384	29,000	35,000
Parking Charges-Palace Sq	66,239	64,000	68,000
HPD Parking Lot	140,002	152,000	139,000
Kailua Elderly Hsg P/Lot	60,024	48,000	70,000
<b>Total — Charges for Services</b>	<b>4,635,687</b>	<b>4,383,200</b>	<b>4,257,400</b>
<b>Fines and Forfeits</b>			
HPD Alarm Fines	\$ 105,600	\$ 100,000	\$ 100,000
Forfeiture Of Seized Prop	147,218	50,000	50,000
<b>Total — Fines and Forfeits</b>	<b>252,818</b>	<b>150,000</b>	<b>150,000</b>

# Departmental Revenue Summary

Honolulu Police Department

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Miscellaneous Revenues</b>			
Investments	\$ 11,694	\$ 0	\$ 0
Other Sources	1,405	2,000	200
Rental Of Equipment	3,486	8,000	2,000
Food Concession-Hpd	27,566	30,000	0
Police Department	9,980	10,000	5,000
Misc Recov,Collect,Etc	85,823	400	400
Towing Service Premiums	544,872	537,000	540,000
Sund Refunds-Prior Expend	1,463,142	560,000	850,000
Sund Refunds-Curr Exp	3,785	0	0
Vacation Accum Deposits	37,267	30,000	30,000
Auction Sale-Unclaim Prop	44,957	60,000	45,000
<b>Total — Miscellaneous Revenues</b>	<b>2,233,977</b>	<b>1,237,400</b>	<b>1,472,600</b>
<b>Total — Honolulu Police Department</b>	<b>10,261,742</b>	<b>5,922,200</b>	<b>6,006,700</b>

Police

# Departmental Revenue Summary

## Department of the Prosecuting Attorney

Prosecuting Attorney

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Gun Violence Prosecution	55,095	0	78,144
Crime Victim Assist Grant	815,822	350,440	647,196
Community Prosecution	50,486	0	0
Local Law Enforcement Block Grant-Year 7	241,623	200,000	268,788
Domestic Violence/VAWA 99	86,972	0	0
HI Career Crim Prosecutn	603,279	560,000	726,144
Victim/Witness Kokua Prgm	364,945	300,000	770,196
<b>Total — Intergovernmental Revenue</b>	<b>2,218,222</b>	<b>1,410,440</b>	<b>2,490,468</b>
<b>Charges for Services</b>			
Duplicate Copy-Any Record	5,485	3,000	3,000
Other - Misc Services	3	0	0
<b>Total — Charges for Services</b>	<b>5,488</b>	<b>3,000</b>	<b>3,000</b>
<b>Miscellaneous Revenues</b>			
Investments	\$ 6,765	\$ 0	\$ 0
Recov-Court Ordered Restitution	800	300	200
Recoveries - Others	1,059	0	0
Sund Refunds-Prior Expend	26,876	1,000	1,000
Vacation Accum Deposits	1,960	1,000	1,000
<b>Total — Miscellaneous Revenues</b>	<b>37,460</b>	<b>2,300</b>	<b>2,200</b>
<b>Total — Department of the Prosecuting Attorney</b>	<b>2,261,170</b>	<b>1,415,740</b>	<b>2,495,668</b>



# Departmental Revenue Summary

## Department of Transportation Services

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
CDBG, PL-93-383	\$ 1,000,000	\$ 0	\$ 0
FTA-49 USC Chapter 53	20,839,595	21,300,000	21,800,000
Healthy Hawaii Initiative Project	68,783	0	0
<b>Total — Intergovernmental Revenue</b>	<b>21,908,378</b>	<b>21,300,000</b>	<b>21,800,000</b>
<b>Charges for Services</b>			
Svc Fee-Dishonored Checks	\$ 40	\$ 0	\$ 0
Witness Fees	58	0	0
Duplicate Copy-Any Record	198	0	0
Abstract Of Information	25	0	0
Parking Placards	400	0	0
Spc Handicap Transp Fares	1,479,733	1,394,437	1,500,000
<b>Total — Charges for Services</b>	<b>1,480,454</b>	<b>1,394,437</b>	<b>1,500,000</b>
<b>Miscellaneous Revenues</b>			
Other Sources	\$ 32,723	\$ 0	\$ 0
Rental Units (City Prop)	10,560	10,560	10,560
Vending Machines	0	7,000	7,000
City Buses	3,393	0	0
Other - Sale of Fixed Asset	3,360	0	0
Recov-Damaged Traf Signal	407,495	250,000	275,000
Recov-Embezzlement Loss	2,135	0	0
Recov-Overtime Inspection	0	5,000	5,200
Reimb State-Traf Sig Main	0	100,000	115,000
Sund Refunds-Prior Expend	448,249	0	0
Sund Refunds-Curr Exp	1,140	0	0
Sale Of Scrap Materials	100	0	0
<b>Total — Miscellaneous Revenues</b>	<b>909,155</b>	<b>372,560</b>	<b>412,760</b>
<b>Utilities or Other Enterprises</b>			
Bus Fare	31,426,667	32,590,973	39,283,334
Recovery Of Damages	118,713	100,000	100,000
Bus Advertising	120,971	130,000	135,000
OTS-Employee Parking Chge	136,316	132,000	132,000
Bus Royalty Income	3,461	2,500	2,500
Collectable Bus Pass Sale	20	300	300
Other - Bus Transportation	3,141	0	0
<b>Total — Utilities or Other Enterprises</b>	<b>31,809,289</b>	<b>32,955,773</b>	<b>39,653,134</b>
<b>Total — Department of Transportation Services</b>	<b>56,107,276</b>	<b>56,022,770</b>	<b>63,365,894</b>

# Departmental Revenue Summary

## City Clerk

Source of Receipts	2003 Actual	2004 Estimated	2005 Estimated
<b>Intergovernmental Revenue</b>			
Community Programming	\$ 44,000	\$ 0	\$ 0
<b>Total — Intergovernmental Revenue</b>	<b>44,000</b>	<b>0</b>	<b>0</b>
<b>Charges for Services</b>			
Nomination Fees	\$ 3,725	\$ 2,225	\$ 1,500
Subscription-Ord/Reso/County Agenda	4,984	3,500	3,000
Duplicate Copy-Any Record	394	300	200
Copy-Map, Plan, Diagram	56	0	100
Certificate Voter Registration	208	150	150
Voter Registration Lists	5,500	2,000	5,000
Certificate-Correctness of Information	3	50	25
<b>Total — Charges for Services</b>	<b>14,870</b>	<b>8,225</b>	<b>9,975</b>
<b>Miscellaneous Revenues</b>			
Sund Refunds-Prior Expend	25,000	0	0
Sund Refunds-Curr Exp	42	0	0
Vacation Accum Deposits	26,332	0	0
<b>Total — Miscellaneous Revenues</b>	<b>51,374</b>	<b>0</b>	<b>0</b>
<b>Total — City Clerk</b>	<b>110,244</b>	<b>8,225</b>	<b>9,975</b>

## CASH PROJECTIONS FOR TRUST FUNDS DEBT SERVICE FUNDS, AND REVOLVING FUNDS

FUNDS	Cash Balance (incl cash in transit) 6/30/2002	ACTUAL FY03		Cash Balance 6/30/2003	ESTIMATED FY 04		ESTIMATED FY 05		Estimated Cash Balance 6/30/2005
		Receipts	Disbursements		Receipts	Disbursements	Receipts	Disbursements	
TRUST FUNDS									
General Trust Fund	\$ 29,245,803	\$ 166,365,378	\$ 168,454,160	\$ 27,157,021	\$ 403,803,064	\$ 404,278,500	\$ 292,827,621	\$ 294,548,501	\$ 24,960,705
Treasury Trust Fund	1,611,264	10,850,133	11,098,375	1,363,022	12,721,456	12,223,950	11,158,228	10,837,335	2,181,421
Real Property Tax Trust Fund.	3,724,841	3,024,816	3,130,511	3,619,146	4,839,574	3,490,718	2,846,643	3,545,340	4,269,305
Total	\$ 34,581,908	\$ 180,240,327	\$ 182,683,046	\$ 32,139,189	\$ 421,364,094	\$ 419,993,168	\$ 306,832,492	\$ 308,931,176	\$ 31,411,431
DEBT SERVICE FUNDS									
General Obligation Bond and Interest Redemption Fund	\$ 358,915	\$ 155,533,132	\$ 155,533,577	\$ 358,470	\$ 170,151,893	\$ 170,151,893	\$ 144,301,852	\$ 144,371,716	\$ 288,606
Improvement District Bond and Interest Redemption Fund	928,648	704,862	583,127	1,050,383	1,022,134	1,112,438	741,081	731,383	969,777
Total	\$ 1,287,563	\$ 156,237,994	\$ 156,116,704	\$ 1,408,853	\$ 171,174,027	\$ 171,264,331	\$ 145,042,933	\$ 145,103,099	\$ 1,258,383
REVOLVING FUNDS									
Improvement District Revolving Fund	\$ 1,520,314	\$ 0	\$ 1,872	\$ 1,518,442	\$ 0	\$ 1,872	\$ 0	\$ 1,984	\$ 1,514,586
Housing and Community Development Revolving Fund	224,189	0	0	224,189	0	0	0	0	224,189
Municipal Stores Revolving Fund	262,312	46,958	59,782	249,488	41,234	54,900	40,766	45,469	231,118
Total	\$ 2,006,815	\$ 46,958	\$ 61,654	\$ 1,992,119	\$ 41,234	\$ 56,772	\$ 40,766	\$ 47,453	\$ 1,969,893

## Fund Definitions

**General Trust Fund** — This fund accounts for monies received by the various agencies of the City for specific purposes, as trustee, donee, escrow agent, beneficiary, custodian or security holder, for which no special trust fund exists. This fund is distinguished from the Treasury Trust Fund in that all disbursements are made through claims vouchers.

**Treasury Trust Fund** — Monies of the same nature as are accounted for in the General Trust Fund but which require expeditious disbursements are deposited in this fund. In contrast with the General Trust Fund, disbursements are made from this fund through commercial checking accounts authorized by the Director of Budget and Fiscal Services instead of by claims vouchers.

**Real Property Tax Trust Fund** — This fund is used for the purpose of making refunds and adjustments relating to real property taxes.

**General Obligation Bond and Interest Redemption Fund** — This fund accounts for the payment of principal and interest on general obligation serial bonds issued by the City.

**Improvement District Bond and Interest Redemption Fund** — This fund accounts for the redemption of maturing City improvement district assessment bonds and collections of special assessments.

**Improvement District Revolving Fund** — Monies in this revolving fund are available to cover deficiencies, advance interest due, reimburse the General Fund in the event the payment of assessments are late or insufficient, and pay all expenses in connection with the sale of delinquent lots as bid for and purchased for the City by the Director of Budget and Fiscal Services.

**Housing and Community Development Revolving Fund** — This fund serves as a working capital fund to facilitate the expenditure of joint costs.

**Municipal Stores Revolving Fund** — This fund is used to finance the Municipal Stores through bulk purchases and resale of regularly used standard printed forms and various publications dealing with City matters.